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Baltimore County Department of Planning

**Consolidated Annual Performance
Evaluation Report – FY 2015**



Baltimore County Department of Planning

Consolidated Annual Performance and Evaluation Report FY 2015

Executive Summary

In accordance with federal requirements for jurisdictions receiving funds from the United States Department of Housing and Urban Development (HUD) for housing and community development programs, Baltimore County prepared the Consolidated Plan for Fiscal Years 2012-2016. The plan is a five-year strategy that proposes how the County will use local, state, and federal resources, as well as funds from the Community Development Block Grant Program (CDBG), the HOME Investment Partnerships Program (HOME), and the Emergency Shelter Grant Program (ESG), to create decent housing, expand economic opportunity, and ensure a suitable living environment for low- to moderate-income persons and communities.

The County's Consolidated Plan reflects a vision born out of a highly collaborative process that included participation from low- to moderate-income persons and communities, community groups, non-profit organizations, individuals, government agencies, and business associations to assess needs, identify goals and objectives, and determine desired outcomes. The Consolidated Plan builds on the County's assets and opportunities to coordinate a response to the challenges of the County's urban communities. The Consolidated Plan represented a deliberate effort by Baltimore County to seek input from County residents (particularly those residents from low- and moderate-income communities and Limited English Proficient) in an open and participatory process that encourages and fosters accountability between government and its citizens.

The goals and proposed outcomes stated in the plan reflect the needs, goals, and objectives identified throughout our planning process. They formed the basis of how the County will allocate future funding based on performance and desired outcomes. The Consolidated Plan also serves as a benchmark and reference point for those entities that seek competitive funding from HUD through the SuperNOFA (Notice of Funding Availability) and through other HUD-funded initiatives. The Consolidated Plan is also a management tool that will assess the County's performance and track results on a year-to-year basis. The Consolidated Plan builds on the successes and lessons learned in the past and will incorporate those successful strategies during the Plan period.

The County's plan states how it will pursue these goals for our community development and housing programs. The statutory program goals are:

Decent Housing

- Assisting homeless persons to obtain affordable housing;
- Assisting persons at risk of becoming homeless;
- Retaining the affordable housing stock;
- Increasing the availability of affordable, decent, permanent housing to low-income and moderate-income families, particularly to people who are disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability;
- Increasing the supply of supportive housing, which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence; and,

- Providing affordable housing that is close to job opportunities.

A Suitable Living Environment

- Improving the safety and livability of neighborhoods;
- Increasing access to quality public and private facilities and services;
- Reducing the isolation of income groups within areas through spatial deconcentration of housing opportunities for lower-income persons and the revitalization of deteriorating neighborhoods;
- Restoring and preserving properties of special historic, architectural, or aesthetic value; and,
- Conserving energy resources.

Expanded Economic Opportunities

- Creating and retaining jobs;
- Establishing, stabilizing, and expanding small businesses (including micro-businesses);
- Providing public services concerned with employment;
- Providing jobs to low-income persons living in areas affected by those programs and activities, or jobs resulting from carrying out activities under programs covered by the plan;
- Making available mortgage financing for low-income persons at reasonable rates, using non-discriminatory lending practices;
- Providing access to capital and credit for development activities that promote long-term economic and social viability of the community; and,
- Empowering and fostering self-sufficiency for low-income persons to reduce generational poverty in federally assisted housing and public housing.

Assessment of Five-Year Goals and Objectives

During FY 2015, the County supported the accessibility of affordable rental housing for very low- to low-income households by providing direct assistance to tenants through the Tenant Based Rental Assistance (TBRA) program and through grants to landlords to make accessibility modifications to accommodate individuals with disabilities. Additionally, the County: used HOME funds to preserve and create affordable rental housing; continued to offer the Settlement Expense Loan Program (SELP) housing counseling to income-eligible, first-time homebuyers to increase access to homeownership; continued to support the availability and affordability of homeownership opportunities for low- to moderate-income persons through strategic investment of HOME funds; continued to fund the Single Family Rehabilitation Loan Program with CDBG funds to ensure a suitable living environment for low- to moderate-income households; used CDBG funds for the Housing Accessibility Modifications Program (HAMP), to increase access to housing and public facilities for persons with disabilities; and, continued to use its federal, state and local resources to provide emergency and transitional shelter to persons and families in need of shelter.

The County also partnered with fair housing education and advocacy groups, County agencies and neighboring jurisdictions, to ferret out discriminatory practices, remove impediments to fair housing as identified in the October 2011 analysis of impediments to fair housing choice. The County is committed to increasing the availability and the accessibility of: services and resources that address the needs of minorities and the growing population of immigrants; public services and activities that promote economic opportunities for low- and moderate-income persons; and, public transportation and transport services.

During the Year-Five Action Plan period, the County directed its resources to low- and moderate-income communities and households throughout Baltimore County, with an emphasis on serving the Community Conservation areas and areas of Minority Concentration. During this Consolidated Plan period, the County has retained three geographic areas from its last Consolidated Plan in which to target resources: Essex/Middle River, the Liberty Road corridor, and Lansdowne/Baltimore Highlands. These areas were determined to have a high concentration of social problems, including low academic achievement, high poverty rates, declining homeownership, loss of jobs, escalating crime, aging housing stock and public infrastructure, lack of public facilities, and a lack of private investment. New priority areas added to the current Consolidated Plan include Old Dundalk, Colgate, Greater Pikesville, Turner Station, and Woodlawn. These areas have been targeted because they include a significant number of underserved individuals, including those who are low-income, minorities and immigrants. Further, the County continues to invest in East Towson, a 205 year-old African American settlement located in the heart of Towson. Most of these areas have experienced stress due to significant concentrations of low-wealth households, underachieving schools, and aging housing stock and infrastructure.

This section will focus on activities undertaken during the program year that address relevant Action Plan objectives and areas of high priority identified in the Department of Planning's five year Consolidated Plan. The goals established in the Consolidated Plan and further detailed in the Action Plan along with the County's efforts to attain the stated goals are below.

- *The County will increase the availability and sustainability of affordable rental housing for very low- to low-income households by providing direct assistance to tenants through the TBRA program and make grants to disabled persons in order to make accessibility modifications to rental housing. The County will use HOME funds to create and preserve rental housing for low income households.*

During FY 2014, the County assisted 20 rental units including: Six (6) Tenant Based Rental Assistance Vouchers were provided to households whose incomes were less than 60% of the Area Household Median Income of which one (1) unit was for an elderly household whose incomes was less than 60% of the Area Household Median Income (AHMI) were assisted through the Senior Program and five (5) units were assisted with HOME funds through the Housing First, Housing First - CHANGE programs. Fourteen (14) units were assisted with CDBG funds through our Housing Accessibility Modification Program (HAMP) to make the units accessible for very low-income persons with disabilities.

- *The County will use HOME funds to preserve and create affordable rental housing.*

See above.

- *The County will continue to fund the Settlement Expense Loan Program (SELP) and housing counseling for low-income, first-time homebuyers to increase access to homeownership.*

Twenty two (22) first-time homebuyer households whose incomes were less than 80% of the AHMI received HOME-funded mortgage assistance and closing cost assistance loans (SELP) and just under 2,700 households received homebuyers' education to prepare them for eligibility for the SELP Program.

- *The County will continue to fund the Single Family Rehabilitation Loan Program with CDBG funds to ensure a suitable living environment for low- to moderate-income households.*

The County funded 50 CDBG-funded transactions consisting of 18 deferred loans and 32 emergency repair grants totaling \$663,228 during FY 2015. Of the 50 households assisted, 24 households were Black and 26 households were White. Seventy percent (35 households) were female-headed households, and 12 households consisted of a person with a disability. Fifteen households had incomes less than 30% of the Area Household Median Income (AHMI), 20 households had incomes between 30 – 50% of the AHMI, and 15 households fell between 50-80% of the AHMI. No household served was above the 80% of AHMI.

- *Through new housing initiatives, such as the Housing Accessibility Modifications Program and their existing commitments to make public facilities more accessible, the County will use CDBG funds to increase access to housing and public facilities for persons with disabilities.*

CDBG funds were used to increase accessibility in public facilities and in housing. Details are provided in the Commission on Disabilities section of the CAPER.

- *The County will continue to use its federal, state and local resources to provide emergency and transitional shelter to persons and families in need of shelter.*

One thousand seven hundred seventeen (1,717) homeless individuals received emergency and overnight shelter services in County-funded homeless shelters. See Homeless Services section for further details.

- *Provide access to supportive services for people who are homeless or at risk of being homeless using federal, state and county funds.*

Ten thousand four hundred fifty nine (10,459) persons experiencing homelessness or at risk of homelessness received access to supportive services. In addition, the Maryland Food Bank estimates serving 100,800 food insecure people in Baltimore County who benefit from their services. See Homeless Services section for details.

- *The County will partner with fair housing education and advocacy groups, County agencies and neighboring jurisdictions to ferret out discriminatory practices and remove impediments to fair housing.*

The County executed an MOU with Anne Arundel, Harford, and Howard Counties, as well as the City of Baltimore to work together to address regional impediments to fair housing choice, develop a regional housing plan, and to fund and oversee the AI Coordinator hired by the Baltimore Metropolitan Council to carry out housing activities under the BMC's Sustainable Communities Initiative.

The County participated in a working group sponsored and convened by the Baltimore Metropolitan Council to apply for a grant under HUD's Sustainable Communities program. The BMC was awarded a \$3.6 million dollar grant in February 2012. The County participates on the Steering, Nexus, Housing, and Education and Engagement Committees of the Baltimore Metropolitan Council's Sustainable Communities Initiative. The HUD-funded SCI project will develop a Regional Plan of Sustainable Development for the Baltimore region.

Through the Opportunity Collaborative we are also working with Innovative Housing Institute (development of a regional housing plan), the University of Maryland's Center for Smart Growth (opportunity mapping), Citizens Planning and Housing Association, Associated Black Charities, and the American Civil Liberties Union.

The County continues to fund fair housing programs and services offered by the Greater Baltimore Community Housing Resource Board and by Baltimore Neighborhoods Inc. These nonprofit agencies provide fair housing education & advocacy, testing for discriminatory practices, and help to resolve land/tenant disputes. The Baltimore County Human Relations Commission continues to provide education and technical assistance on hate crimes, diversity, and the fair housing laws as they pertain to Baltimore County.

- *The County is committed to increasing the availability and the accessibility of services and resources to address the needs of minorities and the growing population of immigrants.*

The County directly supported services to immigrant populations through three programs – Casa de Maryland, Comprehensive Housing Assistance, Inc (CHAI), and Adelante Familia: House of Ruth.

The County continues to require that all subrecipients affirmatively market federally-assisted programs. The County continues to target revitalization efforts to Historic African American Settlements including East Towson, Turner Station, and Winters Lane. While minorities represent about 1 in 4 persons or 25% of the population in Baltimore County, they represent about 43% of the beneficiaries of our affordable housing programs.

- *The County is committed to increasing the availability and the accessibility of services and resources to address the needs of those with Limited English Proficiency.*

The County funded two programs targeting individuals who may have Limited English Proficiency. Through Casa de Maryland and Adelante Familia 498 people had increased availability and access to services for legal and citizenship issues as well as Spanish-speaking individuals experiencing domestic violence.

- *The County is committed to increasing the accessibility and availability of public services and activities that sustain a suitable living environment.*

During FY 2015, the County increased the accessibility and the availability of public services. Nearly 7,739 persons received access to new or continued. The County had one program, Pro Bono Counseling, that tripled its original expected beneficiary numbers. Three programs, Baltimore County's Young Parent Support Center, Casa de Maryland and Project Millenium, Inc., served approximately one and a half times their projected numbers. To meet increased demand, Casa de Maryland switched to a clinic model where workshops are immediately followed by individual counseling sessions which resulted in an expanded service plan. Eleven programs served between 6% and 20% more individuals than originally projected. Three programs met their projections exactly and the following three programs fell below their projected numbers - Deltas Research and Education Foundation, Dundalk Youth Services, and Casa of Baltimore County.

- *The County will continue to invest in housing and non-housing activities to stabilize, enhance and preserve older communities by investing resources for improvements to housing stock, community facilities, infrastructure and the leadership to sustain those improvements.*

The County has invested both CDBG and HOME funds to support housing activities to stabilize, enhance, and preserve older communities through the Single Family Rehabilitation Loan Program, the Settlement Expense Loan Program, and other activities to create access to a suitable living environment.

- *The County will continue to require specifications that incorporate and demonstrate the use of sustainable building materials and techniques in affordable housing projects to improve the suitability of the living environment and increase the affordability of maintaining housing.*

The Dundalk Renaissance Corporation continues to incorporate green and sustainable practices in the acquisition and rehabilitation of housing in the historic area of Dundalk. The Dundalk Renaissance Corporation is a nonprofit certified

CHDO that creates affordable housing opportunities for low to moderate income families.

Affirmatively Furthering Fair Housing

Baltimore County Department of Planning staff participated in planned activities formulated to reveal, reduce and ultimately eliminate historical barriers to fair housing that limited access to affordable, clean, environmentally healthier, and accessible housing by very low to moderate income households. The Fair Housing Act prohibits discrimination in the sale, rental, financing, or other services related to housing on the basis of race, color, religion, sex, handicap, familial status or national origin. The County is committed to setting goals to eliminate existing issues that present barriers to fair housing and the associated causal factors. The goals will inform current and future planning processes for County housing and community development. Further, the County remains committed to ensuring meaningful access to its programs and services for all its residents.

In Year Four of the County's Consolidated Plan, the County continued its efforts to increase the availability and the accessibility to affordable housing for very low to moderate income persons and households in areas of high opportunity to expand housing choice. The County also continues to ensure that its affordable housing development policies and programs reflect a strong commitment to affirmatively further fair housing. During the Consolidated Plan period and specifically in FY 2015, pursuant to the recommendations contained within the October 2011 Analysis of Impediments to Fair Housing Choice, the County conducted multiple activities to further assist in eliminating barriers to fair housing choice.

Through participation in the development and implementation of a Regional Plan for Sustainable Development in partnership with the Baltimore Metropolitan Council's Sustainable Communities Initiative to expand equitable housing choice in the Baltimore Metropolitan Area, the County continues to directly participate in the development and implementation of a Regional Fair Housing Action Plan and also contributed to the following accomplishments:

- Directly participated in the creation of *Strong Communities, Strong Region: The Baltimore Regional Housing Plan and Fair Housing Equity Assessment* released in November 2014, updating data in the 2012 Regional Analysis of Impediments to Fair Housing Choice (AI) and elaborating on several elements of the 2012 Regional Fair Housing Action Plan;
- Directly participated in the circulation the draft Regional Rental Home Affordability Preservation Policy to area housing agencies and stakeholders;
- Participated in the evaluation of the first two rounds of tax credits under new State Qualified Allocation Plan rules, including one round after legislative removal of local disapproval. 25% of Baltimore-area projects each of the last two years were family projects in DHCD's Communities of Opportunity, up from about 8% in the three prior years;
- Participated in a second workshop, at August 2014 Maryland Association of Counties (MACO) conference, on local government legal obligations to affirmatively further fair housing;

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- Participated in small group meetings regarding the duty to affirmatively further fair housing with local government officials;
- Supported the Baltimore Metropolitan Council (BMC) Housing Policy Coordinator as he spoke regarding the U.S. Department of Housing and Urban Development's (HUD's) pending rule on affirmatively furthering fair housing at both the March 2015 spring leadership conference of the Maryland Association of Housing and Redevelopment Agencies (MAHRA) and at the May 2015 conference of MAHRA and the Mid-Atlantic Regional Conference (MARC) of the National Association of Housing and Redevelopment Officials (NAHRO);
- Directly participated in Second Inclusionary Zoning Tour and Roundtable Discussion held June 12, 2015;
- Participated in planning meetings held with several organizations to explore improvements to Md. Housing Search: Social Serve (who operates Md. Housing Search), advocates for people with disabilities, Md. Affordable Housing Coalition Property Managers Committee, and Maryland Department of Housing and Community Development (DHCD). DHCD agreed to write a letter to owners urging them to list available Uniform Federal Accessibility Standard (UFAS) units;
- Directly participated in monthly Baltimore Regional Fair Housing Group meetings to coordinate implementation of the 2012 Regional Fair Housing Action Plan;
- Along with other local HUD entitlement jurisdictions Baltimore County agreed to double its CDBG contributions to continue to financially support the full-time regional AI coordinator position. That continued staffing will enable the Housing Committee to continue to meet regularly and serve as a forum for routine interaction among diverse stakeholders regarding the implementation of the 2012 Regional Fair Housing Action Plan;
- Participated in meetings with public housing agencies (PHAs) to support and promote inter-jurisdiction voucher moves without porting by tenant;
- Participated in a request to HUD to allow jurisdictions to implement increased payment standards to encourage moves to high opportunity areas. HUD approved 120% Exception Payment Standards in designated census tracts, but denied 130% EPS and participated in urging HUD to fund Baltimore's participation in a metro area program through which would establish a regional project-based voucher program to encourage affordable housing construction in areas of high and very high opportunity;
- Supported printing of more than 15,000 English, Spanish, and Korean fair housing education booklets and assisted in the distribution of 8,000 booklets to individuals through local governments, PHAs, and 35 other partners;
- Worked with Baltimore Neighborhoods, Inc. to conduct nine fair housing trainings serving 38 housing counselors, 37 attorneys, 22 property owners and managers, and several real estate agents and homebuilders. After being trained, housing counselors worked with more than 1400 people trying to buy a house or facing foreclosure;

Furthermore, during FY 2015, Baltimore County, through the Baltimore County Department of Planning continued to affirmatively further fair housing and expand fair housing choice through the work of its Fair Housing Specialist. On November 19, 2014, the Fair Housing Specialist provided updated fair housing and limited English proficiency information to Department of Planning staff and continued to ensure the Department of Planning is in compliance with federal

requirements regarding distribution of program information, benefits and services to very low to moderate income households including members of the protected classes and the Limited English Proficient. The Fair Housing Specialist also provided technical assistance to grantees and distributed fair housing materials as well as conducted site visits to ensure that grantees display fair housing literature. The County's efforts to affirmatively further fair housing also include the following activities:

- The County continues to work to increase the availability of affordable, accessible, environmentally healthy, visitable housing to very low-to-moderate income persons and households in areas of high opportunity that is close to transit, employment opportunities, goods and services, and well performing schools. The County continues to prioritize and direct its investment of HOME and CDBG funds to promote projects involving rental housing for non-elderly disabled as well as larger, hard to house families on sites outside of racially/ethnically concentrated areas and areas with poverty rates that are less than 10%;
- The County continues its on-line posting of its affirmative marketing standards which is found within the housing developer's application package;
- The County awarded homebuyers' education and housing counseling to Southeast Community Development Corporation to assist Spanish-speaking and Latin American population;
- The County continues to advise CDBG grantees of their obligation to establish Language Access Plans to address the needs of potential Limited English Proficiency clients in order to facilitate meaningful access to information and services;
- The County continues its use of HOME and CDBG funds to provide operating support to nonprofit agencies that provide homebuyers' education and housing counseling services for low to moderate-income persons;
- The County continues to provide funding for fair housing testing and educational outreach efforts to tenants, landlords, rental agents, and real estate professionals;
- Information on Baltimore County programs and services continues to be accessible by non-English speaking households via Google translate on the County's public web site;
- Additionally, during the Consolidated Plan period and specifically in FY 2014, the County conducted the following activities to further eliminate barriers to fair housing choice and provide meaningful access to its programs and services;
- Maintained a web posted Language Access Plan for Limited English Proficiency persons and households;
- Recruited for additional members to "All-Talk" a group of ten (10) bi-lingual staff that volunteer to serve as on-call interpreters for emergency situations;
- Continued the contractual services of professional interpretation and translation agencies to provide language interpretation and written document translation services for Limited English Proficiency households;
- Continued Fair Housing grant for fair housing training and education workshops, testing and outreach services to Baltimore County;
- Hosted an Affordable Housing Developers Breakfast Meeting on June 24, 2015 at the Department of Planning to discuss the County's commitment to Affirmatively Furthering Fair Housing and to determine how the County can best assist developers to provide

affordable housing outside of racially/ethnically concentrated areas and areas whose poverty rates exceed 10%.

Fair Housing Enforcement

The Human Relations Commission continues to enforce its fair housing law by ensuring that complaints were handled in an effective and efficient manner. The Commission worked cooperatively with the Maryland Commission on Disability, HUD, Attorney General's Office and Legal Aid to identify discriminatory housing practices in Baltimore County. The County continued funding of Baltimore Neighborhoods, Incorporated to provide discrimination testing, landlord/tenant relations, community education, and outreach resources for Baltimore County.

The Challenge of Affordable Housing

With the demand for housing and the subsequent increase in sales prices and property values, the demand for affordable housing continues to increase. Renters and even owner-Occupants are paying increasingly larger shares of their income for housing costs. According to the Comprehensive Housing Affordability Strategy (CHAS) data, more than 36% of all renter households and more than 25% of all owner households experience a housing cost burden. Fair market rents have decreased, and so has the HUD income limits. As a result, people on the Housing Choice Voucher waiting list can anticipate a nine-year wait, up from just under a two-year wait nine years ago. As of February 2014, there were over 29,000 households on the Housing Choice Voucher waiting list. According to the Baltimore Homeless Management Information System, 40% of homeless persons surveyed cite lack of affordable housing as a contributor to their homelessness.

The number of elderly citizens experiencing a housing cost burden has increased. The Baltimore County Commission on Disabilities cites affordable, accessible housing as a priority of significance. Housing opportunities for very low-income persons, earning 30% or less of the Area Household Median Income (AHMI), are scarce as the supply of Housing Choice vouchers is unable to meet the demand for housing assistance. As the demand for housing has increased, so has the price of housing. Sales prices in Baltimore County have nearly doubled in the past five years, while wages have only grown by 20%. The past five years have presented the County with both opportunities and challenges to implement new, affordable housing strategies. As the housing market has tightened due to the tight lending market requiring larger downpayments, interest rates have remained somewhat low but the sales prices of housing have been increasing. This has led to stronger participation in the Settlement Expense Loan Program and continued participation in the State of Maryland Neighborhood Conservation Initiative.

Finally, the County is committed to expand housing opportunities in Areas of Opportunity. Areas of Opportunity are those areas with low poverty, low percentages of African Americans, and schools performing at or above the State of Maryland's Performance Standards. The County continues to work with private sector developers to help identify parcels suitable for development in Areas of Opportunity. This is proving to be a challenge as the County is nearly built out and a significant percentage of the land mass is restricted by State Senate Bill 236 which identifies the Growth Tiers. Much of Baltimore County's land mass, in particular the rural

areas without access to public water and sewer, are restricted to low density and agricultural uses per SB236.

Meeting the Challenge with New Initiatives and Investment

For a complete listing of progress in meeting affordable housing objectives by income, household size, and tenure type, please see the attached PR 03 report. A summary of Baltimore County's housing information is found below.

Increasing the Availability of Affordable Rental Housing

During the past fiscal year, the County continued strategies to address critical rental housing needs by investing federal funds in rental housing opportunities. During FY 2015, Hollins Station, a 47-unit family rental housing project, developed through a joint partnership with Enterprise Homes, Inc. and Pax-Edwards LLC, was completed. The project is located in the Lansdowne community and is first newly-constructed family affordable housing being built in decades. The County invested \$1 million in HOME funds and the State of Maryland awarded Low Income Housing Tax Credits to help finance the project. The Housing Accessibility Modification Program (HAMP) provides grants to landlords housing persons with disabilities to make those rental units accessible. In the past fiscal year, the County funded 17 HAMP activities to increase the availability of affordable rental housing for persons with disabilities.

During the reporting period, the County provided HOME funds to preserve affordable rental housing at Glen Manor Apartments, 10 units were assisted with HOME funds in this 149 rental property to assist families whose income does not exceed 60% of median income or less. Financed with tax exempt financing provided through the State of Maryland, the County provided \$400,000 in HOME funds. There are nearly five times as many people on the waiting list as there are people with the housing choice vouchers. The TBRA program has become a valuable tool to provide short-term rental assistance up to 24 months to very low-income families. During the Consolidated Plan period, the County will continue to selectively use TBRA to provide a bridge from emergency and transitional housing to permanent housing, and to assist families who need housing as a result of being displaced. During FY 2015, 6 households received assistance through TBRA programs.

Increasing Access to Affordable Homeownership

Increasing access to homeownership continues to be a major priority for the County. Eighty percent of all American homeowners' wealth is derived through the equity in their homes. Homeownership is a critical element in the stabilization and the revitalization of our communities, and it contributes to the academic achievement of our schools. The County's homeownership rate has declined due to foreclosures and a slowing of the housing market and at 63.1% is lower than the State of Maryland's at 69.4%. Many neighborhoods are benefiting from very high levels of homeownership, including lower-wealth communities like Dundalk, with a homeownership rate of 72%. However, there continues to be a disparity in homeownership levels across racial lines, and African Americans, Hispanics, and Asians have lower rates of homeownership. Programs like the County's Settlement Expense Loan Program (SELP) are helping to close the disparity gap. Several national research studies have indicated that the major barriers to homeownership have been the high costs of settlement in Maryland (among the highest in the country), cash for downpayment and closing costs, credit issues, and the price of

housing (prominence is not necessarily in that order). SELP provides first-time homebuyers with both pre-purchase and post-purchase services, including housing counseling, homebuyers' education, credit counseling, delinquency and default counseling, and financial literacy. The program also provides cash assistance in the form of a deferred loan that converts to a grant after 15 years of residence. Since the start of the program in 1994 through this fiscal year, the County has enabled 2656 households to realize the dream of homeownership. In FY 2015, twenty-two (22) households receiving HOME-funded closing cost assistance loans became first-time homebuyers.

While SELP can address barriers to homeownership, such as cash for down payment and closing costs, credit repair, and financial literacy, SELP does not impact housing affordability. Housing counseling programs prepare first-time homebuyers on how to determine affordability; however, they cannot make the price of a home more affordable. As housing has become less affordable throughout the County, areas that were considered to be affordable during the current Consolidated Plan period have also been impacted by the rise in property values and sales prices. For example, the Foxridge townhouse community, which is located in a low-mod census tract in Essex, saw house prices rise from \$75,000 in 2003 to \$140,000 in 2006. Today a townhouse in the Foxridge community sells for a range of \$85,000 to \$150,000. Despite a weakened housing market, recent modest declines in value and sales prices, wages have not kept pace with housing costs in the last eight years.

The County is committed to increasing homeownership in the Planning Areas and has used HOME funds to support the creation of affordable, owner-occupied housing in Dundalk. HOME funds leveraged private investment from lenders and the State of Maryland to provide financing for the redevelopment of homes in the Dundalk community. The County has supported, and will continue to support, Community Housing Development Organization (CHDO) homeownership projects in Dundalk.

Section 215 Accomplishments

Number Assisted by Category

Section 215 of Title II of the National Affordable Housing Act defines "affordable" housing projects under the HOME program. A total of 670 Section 215 units were assisted during the reporting period and these units met the affordable housing definition for both rental and homeownership units. A breakdown of those units is below.

Section 215 Rental Units	Section 215 Homeownership Units
535	85

Section 215 Compliance

Number of households assisted with housing that meets Section 215 definition of affordable housing for rental and homeownership.

<i>Project Name</i>	<i>Households</i>	<i>Type of Household</i>	<i>Project Type</i>
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	<i>Assisted</i>	<i>Assisted</i>	
<i>Senior Program</i>	<i>1</i>	<i>Elderly Rental</i>	<i>TBRA</i>
<i>Housing First/Housing First-CHANGE</i>	<i>5</i>	<i>Single Moms 2- Parents and Children</i>	<i>TBRA</i>
<i>Newly Constructed Rental Housing</i>	<i>48</i>	<i>Family Housing</i>	<i>Rental</i>
<i>Newly Constructed Senior Housing</i>	<i>127</i>	<i>Senior</i>	<i>Rental</i>
<i>Housing Accessibility Modification Program</i> <i>*(FY14\$ = 5) + (FY15\$ = 9)</i>	<i>14*</i>	<i>Individuals With Disabilities</i>	<i>Rental</i>
Redevelopment of Rental Housing	<i>242</i>	<i>Families and Elderly</i>	<i>Preservation/Rental</i>
<i>SELP</i>	<i>22</i>	<i>Singles, Couples with Children and Single Head of Households</i>	<i>Homeownership</i>
<i>Single Family Rehabilitation Loan Program</i>	<i>50</i>	<i>Two Parent Families, Single Head of Households, Elderly</i>	<i>Owner-Occupied Preservation</i>
<i>Rebuilding Together Baltimore</i>	<i>13</i>	<i>Elderly, Single Head of Household</i>	<i>Owner-Occupied Preservation</i>

See Table 3B attached to the end of this document for a complete comparison of expected outcomes versus actual outcomes on the above Section 215 accomplishments.

Efforts to Address “Worst-Case Needs”

Worst-case housing needs are defined as the housing needs of low-income renter households who experience severe rent burdens or who pay more than half their income for rent, live in seriously substandard housing (which includes homeless people) or that have been involuntarily displaced. Baltimore County has made some progress in addressing worst-case housing needs. The county has developed a housing strategy in conjunction with developers, housing advocates, nonprofit organizations, and government agencies to increase the number of housing units available for homeless persons and persons at risk of being homeless. The County has required set-asides for homeless persons and families in one HOME-assisted rental projects, Glen Manor Apartments. The County provided Tenant Based Rental Assistance to homeless families and individuals that were living in emergency shelters and transitional housing facilities.

Maintaining and Updating Existing Housing

The County’s housing stock is aging, and more than 70% is aged 30 years or more. Some of it is lacking in amenities desired by today’s families, such as multiple bathrooms, large bedrooms and closets, central air conditioning, and laundry facilities. More than 85% of the housing stock was

built prior to the American with Disabilities Act and may not be accessible for individuals with disabilities. As the County's housing stock ages, so does its population. Baltimore County has the largest elderly population in the State of Maryland, most of whom would prefer to age in place and who are experiencing decreased mobility. The County has funded the Baltimore County Single Family Rehabilitation Loan Program for over 35 years. The program has helped over 2350 households make repairs and improvements that have enabled families to stay in their homes for longer periods of time and to correct hazardous and unsafe conditions.

Sustaining Affordability by Developing Healthy, Green Housing

During FY 2008, the County established the Green Building Program within the Department of Planning and also established the Baltimore County Office of Sustainability. The Green Building Program incorporated green and sustainable criteria and standards within its single and multi-family housing grant and loan programs. A checklist was developed for rehabilitation projects that incorporated the Energy Star standards as the minimum criteria for rehab and renovation. The Department of Planning's Housing Opportunities Program revised its Developers Guide to include the new green and sustainable criteria that all developers are required to comply with as a condition of receiving financial assistance from the Department of Planning.

Baltimore County Department of Planning applied for and was awarded a \$3million Lead Hazard Reduction Demonstration grant from HUD in Fiscal Year 2014. Entitled "Lead Safe Baltimore County", this grant will address the lead-based paint hazards in 225 Baltimore County homes in both owner-occupied and rental properties in select zip codes. Properties must have been built before 1978 and the occupants must fall within the HUD income guidelines, have a child under age six or be where a child under 6 frequents the home. The program also remedies homes where a child under age six has an elevated blood level regardless of the location in Baltimore County. The program has also contracted with ARC environmental testing company to assist with unit production. Dwellings are tested and a scope of work created by staff. Lead-certified contractors are secured by the county. Occupants are relocated as necessary and clearance testing for safe reoccupation occurs prior to reoccupation.

To date, Lead Safe Baltimore County has assisted 18 units in reducing or eliminating the lead hazards found in the home. In addition, our subgrantee, The Coalition to End Childhood Lead Poisoning, has provided outreach and education to over 246 individuals and hosted/participated in 58 events in our Baltimore County communities and the number is expected to increase. We also plan to provide continuing education and outreach to our Baltimore County communities and families so that they are more aware of the dangers that lead poisoning presents.

Community Development Block Grant Program

Use of CDBG Funds

The needs identified in the Consolidated Plan include housing, special needs (elderly, persons with disabilities—physical, mental, and developmental, persons with alcohol and other addictions, and persons diagnosed with AIDS and related diseases), homeless needs, lead-based

paint hazards, and community development. As discussed thoroughly in the self-evaluation section of this CAPER, the projects that Baltimore County has funded with CDBG funds are tailored to meet the abovementioned needs and the overall indicators of decent housing, providing a suitable living environment, and creating economic opportunity. Maximum feasible priority was given to activities that benefited low- and moderate -income families and aided the prevention or elimination of slums or blight. Otherwise, CDBG funds were utilized to fulfill other urgent community development needs that posed a serious threat to the health or welfare of a community.

CDBG Fund Distribution

The aggregate use of CDBG funds during FY 2015 principally benefited persons of low and moderate income, ensuring that nearly 100% of the amount was expended for activities that benefited such persons during the designated period. CDBG funds were used principally to benefit low/mod persons. CDBG funds were used to assist transitional housing for homeless women and their children; to provide rehabilitation loans and emergency repair grants to low/mod homeowners; operating assistance for homeless shelters; soup kitchens and homeless services providers; remove architectural barriers to increase access to public facilities for people with disabilities; weatherization assistance for low/mod homeowners; and homebuyers education for low/mod first time homebuyers. The County also used CDBG funds for one historical rehabilitation and improvement project at Battle Acre Park.

Consolidated Plan Compliance

Efforts in carrying out action plan

Baltimore County made every effort to utilize its CDBG resources to carry out the action plan as stated.

Pursuit of Resources

Baltimore County pursued all resources previously indicated to assist in the implementation of its Consolidated Plan, including, but not limited to, renewal applications under the HUD Supportive Housing Program, as well as Maryland State bond, housing and competitive grant programs.

Certification

Baltimore County, in a fair and impartial manner, provided requested certifications of consistency for HUD programs, as it indicated it would, upon careful review of the proposed application's consistency with county's stated Consolidated Plan goals and objectives. When an application was not granted a certificate of consistency, a written explanation was provided to the applicant clearly identifying the reasons for the application's inconsistency.

Implementation

Baltimore County made no effort to hinder the Consolidated Plan through action or willful inaction. The office complied with the overall benefit certification.

Consolidated Plan Objectives

Compliance with National Objectives

Baltimore County used all CDBG Program funds to address the national objectives detailed in 24 CFR 570.1(c), and gave maximum feasible priority to activities which benefit low and moderate income families, in accordance with Section 106 of the Housing and Community Development Act of 1974, as amended, and if applicable, under Section 108 of the same Act. During Fiscal Year 2015, all funds expended principally benefited persons of low and moderate income in a manner that ensured that not less than seventy (70) percent of the funds expended were used for activities that benefit such persons during such period. Therefore, the county is in compliance with its certification regarding program national objectives.

The statutory program goals are:

- Decent Housing
- A Suitable Living Environment
- Expanded Economic Opportunities

Further, CDBG Outcome Performance Measurements have identified Outcome Categories and Outcome Objectives to measure achievement in CDBG funded programs. Outcome categories are tied to the three basic tenets of the CDBG program: Decent Housing, Suitable Living Environment, and Economic Opportunity. Outcome Objectives ask subrecipients and Grantees to determine whether CDBG funded activities achieve accessibility of, affordability of, and the sustainability of Decent Housing, Suitable Living Environment, and Economic Opportunity. It is through these set of criteria that funding decisions have been measured against and the standards to which subrecipients will be held in measuring accomplishments. Specifically, CDBG funds were used to:

- Increase access to a suitable living environment by assisting transitional housing for homeless women and their children;
- Increase the sustainability and the affordability of decent housing by providing rehabilitation loans and emergency repair grants to low/mod homeowners;
- Increase access to a suitable living environment by operating assistance for homeless shelters; soup kitchens and homeless services providers;
- Increase access to a suitable living environment by remove architectural barriers to increase access to public facilities for people with disabilities;
- Increase the sustainability and the affordability of decent housing through homebuyer education for low/mod first time homebuyers.

Affordable Housing

Baltimore County: Housing Opportunities Rehabilitation Programs

In FY 2015, the County continued to administer the CDBG funded single-family rehabilitation loan and grant program. A total of \$663,228 in CDBG funded loans and grants were provided to 50 low and moderate-income households. Original Action Plan goals stated 80 households would be served using \$800,346 in funds. Changes to the environmental review process for these grants created a temporary backlog and impacted the County's ability to meet its goals. The new

process is now fully implemented and future backlogs are not anticipated.

Thirty-six percent of the total households assisted received deferred loans totaling \$399,444. Sixty-four percent of households were provided with grants totaling \$263,784. The majority of emergency repairs were for replacement of furnaces, sewer lines, and roofs. Others consisted of plumbing and electrical repairs.

Of the 50 households assisted, 26 were White or Caucasian and 24 were black or African-American. Thirty-five of the 50 households were female-headed and 12 households had at least one resident with a disability. Fifteen households had incomes less than 30% of the Area Household Median Income (AHMI), 20 households were between 30 and 50% of the AHMI and 15 households were between 50 and 80% of the AHMI. No household had income over 80% of the AHMI.

All rehabilitation units built prior to 1978 were assessed for lead based paint. Eight of the 50 rehab properties tested positive for lead. A total of \$35,853 was expended to reduce the lead-based paint hazards, which consisted of replacing windows and/or doors.

Rebuilding Together: Low-Income Home Repair

Rebuilding Together provided home repairs for 13 low-income households. Original expectations were 20 home repairs. This year's home repairs required more contractor hours and less volunteer-based projects. Volunteers still performed the majority of the repair work in the target community of Colgate. Priority was given to low-income households of the elderly and disabled. Both of the projects helped keep homeowners warmer, safer, and drier and will help to revitalize communities. Grant funds supported salaries for the Executive Director and Program Services Director as well as contractual services and supplies for the program. Grant funds leveraged an additional \$329,197 from other foundation, and fundraising sources and \$214,108 in in-kind contributions.

Acquisition, Rehabilitation, or Demolition

No activities involving the acquisition, rehabilitation, or demolition of property resulted in displacement.

Generated Income

No activities were undertaken that generated income to revolving funds, from float-funded activities, from the sale of real property, from parcels of CDBG-acquired property available for sale, or from lump sum drawdown payments. \$411,898.63 in CDBG program income was generated from single-family rehabilitation loan repayments and multifamily loan repayment.

Limited Housing Activities

The following is a list of Limited Housing Activities undertaken by Baltimore County in FY 2015:

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IDIS Number	Activity Name	Project Title	Presumed/Limited	HUD Criterion
5014	Affordable Housing Opportunities Rehab	Single Family Rehab	L - Eligible rehab & preservation activities	570.202
5006	The ARC of Baltimore	ALU Accessibility	P – Eligible rehab & preservation activities	570.202
5023	Diversified Housing Development	Settlement Expense Loan Admin Costs	L – Homeownership assistance	570.201N
5050	Neighborhood Housing Services	Settlement Expense Loan Program	L – Homeownership assistance	570.201N
5054	Southeast Community Development Corporation	Settlement Expense Loan Program	L – Homeownership assistance	570.201N
5034	HAMP – IMAGE Center	Housing Accessibility Modification Program	P – Eligible rehab and preservation activities	570.202
5026	Emerge, Inc.	Apartment Accessibility Project	P – Eligible rehab and preservation activities	570.202
5030	Harbel Housing Partnership	Settlement Expense Loan Program – Harbel	L – Homeownership assistance	570.201N
5038	Jewish Community Services	Capital Improvements for Accessibility – Church Hill	P – Eligible rehab & preservation activities	570.202
5039	League for People with Disabilities	Accessible Occupational Therapy Kitchen Renovation	P – Eligible rehab & preservation activities	570.202
5041	Mosaic Community Services	Removal of Architectural Barriers	P – Eligible rehab and preservation activities	570.202
5043	Penn-Mar Organization, Inc.	Accessibility Improvements	P – Eligible rehab & preservation activities	570.202
5044	Prologue, Inc.	Conewood Rehabilitation	P – Eligible rehab and preservation activities	570.202
5045	Rebuilding Together Baltimore, Inc.	Low Income Home Repair Program	L – Eligible rehab & preservation activities	570.202

Non Housing Community Development Projects

Public Service

Abilities Network: Positive Solutions for Families

This project was funded through County general funds.

Academic Center for Excellence (ACE): Learning Together Program

The ACE Learning Together Program provided 44 individuals (29 students and 15 parents) access to an after school academic learning program, GED classes and courses for parents to develop the whole person and build a strong familial foundation. The after school academic learning program is aligned with the Maryland State Voluntary Curriculum designed to improve student achievement in the classroom, performance on the Maryland School Assessment (MSA), and the SAT. GED classes were provided through collaboration with The Community College of Baltimore County. The courses for parents included computer training, financial literacy, and job readiness training. Grant funds supported salaries, fringe, payroll processing fees, and rent. Grant funds leveraged \$143,300 in in-kind contributions and volunteer service.

Baltimore County Department of Social Services: Young Parent Support Center

The Young Parent Support Center (YPSC) program served 256 individuals through adult education, family stabilization (including parenting and child development training), and job readiness services to a targeted population of low to moderate-income families with a focus on young parents of infants and toddlers through 3 years of age. This program served many more individuals than originally expected, but fewer families than originally anticipated. Grant funds supported the salary and benefits for one Child Development Assistant. The center's Child Development Program provided developmentally appropriate care for children, whose parents were working to earn their GED in the Adult Education program. Grant funds leveraged an additional \$325,951 from the State and County.

Casa de Maryland, Inc.

CASA de Maryland, Inc – Baltimore County Outreach and Education Project served 445 low-income immigrants in Baltimore County through informational workshops in targeted areas of the County on topics of key importance to the immigrant community. This program served more than originally anticipated. The numbers served have increased due to the adoption of a new “clinic” service model where workshops are followed by individual assistance opportunities. Topics included financial literacy issues like obtaining a Tax ID number, opening and maintaining a bank account. “Know Your Rights” issues in the naturalization process, determination of eligibility and how to navigate the process were discussed. Individual case management was also available for Limited English Proficient individuals. Grant funds supported salaries and benefits for staff, office supplies, travel costs, training and other operational costs. CDBG funds leveraged \$146,000 in state and local funds and private/foundation donations.

CASA of Baltimore County, Inc.

This project was funded with County general funds.

Comprehensive Housing Assistance, Inc (CHAI): Millbrook Friendly Neighborhood Program

This project was funded with County general funds.

Creative Kids Inc.: Creative Kids Community Center Cockeysville

Creative Kids Community Center (Cockeysville) served 35 community members of The Lakes neighborhood in Cockeysville. It is the first point of contact and sole neighborhood-network

base for a wide array of services that benefit community residents from infants to seniors of very low to moderate-income. The Community Center concentrated activities on 35 school-aged children and youth providing after school tutoring and homework help, and a computer lab. Grant funding supported the director's salary and leveraged \$79,313 in other government and private support as well as \$134,600 in in-kind donations.

Creative Kids Inc.: Creative Kids Community Center Essex

Creative Kids Community Center (Essex) served 518 residents living in The Greens neighborhood of Essex with programs that improved the quality of life and educational/professional opportunities of very low to moderate income residents. This program served slightly more than originally expected. The Creative Kids Community Center Essex concentrated activities on elementary school aged children, their parents and grandparents, providing the following types of activities: parenting classes, child health care enrollments assistance, Even Start classes for children, conference space for teachers and parents, summer reading programs, computerized GED testing and instruction, senior outreach activities, homework assistance and tutoring. Creative Kids Essex also provided English language training for residents who don't speak English as their primary language. Grant funding supported the director's salary and leveraged \$79,313 in other government and private funding as well as \$186,850 in in-kind donations.

Delta Research and Education Foundation

This project was funded with County general funds.

Dundalk Youth Service Center: Expansion of Counseling Services

Dundalk Youth Service Center served 1166 youth in the Second Step prevention program providing violence prevention programming in four Baltimore County schools – Dundalk Middle, Grange, Sandy Plains, and Berkshire Elementary Schools. This program served 266 over the expected numbers because a fourth school was added. The psychoeducational/psychotherapeutic program included guest speakers and mentors from the community. Grants funds covered partial salary costs of licensed counselors, training for school group leaders and other operational costs. The schools provided space free of charge and in-kind contributions of \$15,632 were provided by Dundalk Youth Service Center.

Family Crisis Center of Baltimore County, Inc.: Essex-MR Victim Advocate

The Family Crisis Center of Baltimore County's Essex-Middle River Victim Advocate Project (E-MRV AP) provided primary (adult) and secondary (child) victims of domestic violence the necessary relationship connection, support, resource, and referrals, and agency based services to assist in addressing the violence in their lives and deterring the potential for homelessness for the primary victim and their children. The program served 753 primary victims of domestic violence and the secondary victims – their children. This program served more individuals than originally anticipated. Funds were utilized for partial salaries for the Executive/Clinical Director and the Victim Advocate. Grant funds leveraged \$37,536 in other federal, state, and county funds as well as \$16,394 in in-kind donations.

Heroes Helping Heroes: At-risk Youth Mentoring Program

Heroes Helping Heroes (HEROES) is a community based after school development program aimed at improving the academics, life skills, and athletic ability of at-risk Baltimore County boys ages 11 to 18. This uniquely designed pro-active program served its planned number of 120 youth and was built upon a core structure of three central elements: academic achievement, community service, and teamwork through athletics. Academic success is achieved through monitoring and improving school attendance, homework assistance and designated homework time, academic tutoring, and SAT preparation. Community service, the unique hallmark of the HEROES program, involved the youth volunteering weekly with pediatric patients at Mt. Washington Pediatric Hospital and Kennedy Krieger Institute. The final portion of the program emphasized developing goals, teamwork, and a strong work ethic through participation on two competitive basketball teams. Grant funding supported the salary of the Executive Director and Program Director as well as fringe. An additional \$290,472 in funding was provided through corporate and foundation grants, private donations, and special events. Funds leveraged an additional \$112,000 in in-kind donations for space and volunteers.

House of Ruth: Adelante Familia

Adelante Familia served 138 Baltimore County Latina victims of domestic violence in 53 households (53 adults and 85 child secondary victims which is just over its expected total number of individuals, but under its expected number of households). The program provided individual and group services aimed at reducing the incidence of violence, promoting healthy families, and preventing another generation of victims and abusers. Adelante Familia provided bilingual client advocacy, crisis intervention, education, support, and outreach services to both primary and secondary victims of domestic violence. Hotline support services were also offered to victims and a community education and an outreach program educated the public about the devastating impact of domestic violence on individuals, families, and communities. Grant funds supported salaries of two Bilingual Client Service Coordinators. In-kind and match support was provided through Federal, state and local grants, private donations, client fees, United Way gifts, donated foods, bed nights, and volunteer outreach. Total cash contributions were estimated at \$376,482 and \$45,389 in in-kind donations.

Jewish Community Services: Jump Start and Job Readiness

This project was funded with County general funds.

Lighthouse, Inc.: Lighthouse Outreach

Lighthouse Outreach provided family counseling, community education services, and support groups for 64 parents and children. This program served slightly higher numbers than originally expected. These families included children at high risk of poor outcomes emotionally, educationally, socially, and economically: immigrant families and families living in the Baltimore Highlands/Lansdowne/Riverview communities. The grant funds provided a portion of personnel expenses for the clinicians. Grant funds were matched with \$61,605 from other state, county, private fundraising, and United Way contributions. In-kind services from eight graduate student interns also provided matching support valued at \$18,595.

Pro Bono Counseling

This project was funded with County general funds.

Project Millenium, Inc.

This project was funded with County general funds.

Turnaround: Trauma Therapy Project

Turnaround provided individual and group counseling to 45 victims of domestic violence and sexual assault in coping with trauma and to help them develop the skills and resources to rebuild their lives. This project served 12% more individuals than originally anticipated. In addition to therapeutic services, victims had access to other supportive services such as a 24-hour hotline, crisis counseling, case management, emergency shelter, and legal representation. Grant funds supported the salary of an adult therapist at the agency's Franklin Square Hospital office. Grant funding leveraged a total of \$355,924 in other federal, state, county, corporate and private fundraising and client fees as well as \$5,330 in-kind contributions.

Non-Housing Community Development Projects

Battle Acre Park: Rehabilitation and Improvement Project

Battle Acre Park is an important historic resource associated with the Battle of North Point, an engagement in the Battle of Baltimore in the War of 1812. This project restored and improved the park with a new pedestrian access plaza/sidewalk established along the park's 200-foot front edge that runs along North Point Road. The project began in late FY2014 and was expected to continue into Fiscal Year 2015. The 2014 CAPER (IDIS Activity Number 4998) reported that no funds had been drawn in time for the FY14 CAPER and therefore, accomplishment data and progress would be reported along with the 2015 activities in this CAPER. Anticipating further funded work in FY 15, an activity (IDIS Activity Number 5008), was created. However, no funds were ever drawn under the FY15 activity as the County was able to complete the work using the funds available in the FY14 activity. The project was established under the Low Mod Area benefit and funds under IDIS Activity Number 4998 were drawn to match funds expended.

Commission on Disabilities

According to the 2012 U.S. Census, there are 817,455 individuals in Baltimore County. Based upon accepted statistics from the U.S. Department of Census, approximately 152,865 of these individuals have disabilities. Of that number, approximately 103,000 have severe disabilities of which 35,970 over the age of 6 have disabilities so severe that they required personal assistance to carry out everyday activities such as eating, dressing, and bathing.

When given appropriate supports and presented with homes that are accessible, individuals with disabilities live successfully in their communities. Specialized services and accessibility renovations/modifications enable them to become or remain more independent and productive. One goal of the Department of Planning is to assist individuals with disabilities in maintaining their participation and active involvement in the community. To that end, since the early 1980's, Baltimore County has designated a portion of its annual Community Development Block Grant funds to be used for projects benefiting individuals with disabilities. In FY 2015, roughly \$285,000 in capital funding was made available through grants reviewed by the Commission on Disabilities to support accessibility renovations and modifications throughout Baltimore County.

Like other residents of Baltimore County, the everyday concerns for most people with disabilities are housing, employment, transportation, and education.

Housing

If the frequency of calls to the Commission is any indication, housing is the service most in demand for individuals with disabilities in Baltimore County. Requests for affordable, accessible housing have increased markedly over the past year, no doubt due in large part to the declining economy and the long waiting list (up to eight years) for the Housing Choice Voucher Program (Section 8). For those individuals with disabilities who live in the community, residential needs are met mainly through a supply of affordable and accessible housing that is available to them on the open market. The federal Fair Housing Amendments Act of 1988 prohibits discrimination in multi-family housing because of individuals' disabilities, and requires landlords and/or property owners to make "reasonable accommodations" and permit "reasonable modifications" to meet their needs. However, unlike other jurisdictions in Maryland, there is no public housing in Baltimore County, so the Commission on Disabilities must use its resources and influence to work with the owners of both single and multi-family dwelling units to address the residential needs of County residents with disabilities. The Housing Work Group developed a program called the Housing Accessibility Modification Program (HAMP) that allows private citizens with disabilities to partner with property owners to construct the accessibility renovations on-site that are necessary for the citizens to live in the community. This is being done with funding through the Commission with Community Development Block Grant funds. In addition, the Commission works with the Department of Planning as part of its newly developed Housing Work Group, to explore housing opportunities for all of the County's lower-income citizens.

Some individuals with disabilities live in community residential programs that provide housing and support services and are managed by non-profit provider agencies. The most common of these housing options are Alternative Living Units (ALU's) that house three or fewer individuals, and Group Homes that house four to eight individuals. In Baltimore County, the majority of residential programs are ALU's. These programs, funded mainly through the State Department of Health and Mental Hygiene (DHMH) and private donations, have now been operating for over 30 years, and many of the homes are in need of maintenance and renovations. Unfortunately, even after a major, five-year expansion of the residential program in the late 90's and early 2000's (the "Governor's Waiting List Initiative") through a State/federal initiative, the Maryland Developmental Disabilities Administration still has over 18,000 individuals on its waiting list, so funds from the State for maintenance and renovations are generally not available. Each year, the Commission on Disabilities extends financial assistance to the agencies operating these ALU's and group homes in order to assure they remain safe and accessible for this aging population of Baltimore County citizens.

- *In FY 2015, the Commission provided funding to make accessibility modifications for nine rental units through its HAMP program, and seven ALUs through its annual bidding process. As of this writing, three additional HAMP project are in process and will be completed by December 31, 2015.*

Education

In prior years, the Commission on Disabilities worked with Baltimore County Public Schools to conduct a survey of accessibility in all of the County's public schools (resulting in major renovations to our older school buildings), and assisted in the hiring of a disability awareness trainer who conducts disability awareness programs throughout the County. The Commission also developed the STEP program (Students to Employment), whereby it provides funding for students who leave school at 18 years of age but are not eligible for programmatic funding from the State Developmental Disabilities Administration until they reach age 21. The Commission meets monthly to address disability issues related to education and continues to develop new tools to address the informational and programmatic needs of this population.

- *The Education Work Group continued to be concerned as to whether special education students receive the Family Life/Sex Education program as do their non-disabled peers. It will continue to advocate for special education students.*
- *The Work Group continued to work with Baltimore City in the Baltimore Metropolitan Transition Council on issues related to students' transitioning from high school to college and/or employment.*

Disability Awareness Training

As noted in the Education section (above), the Commission, through its Education Work Group, partnered with Baltimore County Public Schools to hire a disability awareness trainer. The Commission believes that such training is essential to assure sensitivity on the part of County employees to the circumstances affecting its citizens with special needs. As an outgrowth of the Education Work Group's efforts, the Commission has decided to develop a work group that will put together a sensitivity training program specifically aimed at County employees. In order for the group to be effective, the Commission must assure that those actually doing the training are individuals with disabilities. This presents challenges since the Commissioners called upon to do the training are not County employees, and must use their own time for the training. Because the Commission believes strongly in the need for disability awareness training, it will therefore move forward with the development of the work group.

- *The Commission's Disability Awareness Training group made its first presentation to the Department of Planning. The trainers included an individual who is blind, an individual who is deaf, and two individuals who use a wheelchair.*

Information and Referral

Every three years since 2005, the Commission has partnered with the Baltimore Sun to develop, publish, and distribute a Resource Guide for Individuals with Disabilities. In 2005, 2008, and 2011, the Commission has developed and distributed over 50,000 copies of the guide. The Resource Guide is also located on the Commission's website. Since the response to the Resource Guide has been overwhelmingly positive, the Commission plans to publish the Guide again in 2015. Since the Baltimore Sun no longer sponsors a Media Group, the Commission is actively seeking other partners to assist in this valuable effort.

- *The Commission developed the narrative to the Resource Guide and entered into an agreement with the Baltimore Sun to develop sponsorships and sell ads. The completed Guide is expected to be published in October 2015.*

Emergency Evacuation

In its role as advisor the County on issued related to accessibility, the Commission recognizes that people with disabilities should not be treated differently from their non-disabled peers when planning for emergency situations which may require residential evacuation or sheltering in place. During times of catastrophe, either natural or man-made, reasonable accommodations are required to ensure that people who are disabled are not put at a disadvantage compared to people who are not disabled.

Through a request by the County Fire Department representative on the Commission, a work group was developed to address the concern about evacuation of individuals with disabilities from high-rise apartments located in the County. After the work group's initial meeting, it became clear that emergency preparedness training and evacuation procedures exceeded just high-rise apartments, and the work group expanded its scope to include emergency situations affecting all of the County's disabled population. Consequently, the work group began to review in greater detail the Baltimore County Emergency Operations Plan, which was last updated in October 2011, and make recommendations that specifically address the special needs of individuals with disabilities.

- *The Emergency Preparedness Work Group reviewed the current Emergency Operations Plan and is prepared to work with the Baltimore County Fire Department when they begin updating and revising the plan.*

Commission on Disabilities Projects

In Fiscal Year 2014, the Commission funded the following Capital projects under the Community Development Block Grant program, which had not been completed by the submission date of the 2014 CAPER:

The IMAGE Center

Grant Award: \$57,005

Housing Accessibility Modification Program (HAMP): The Commission has used CDBG funds for the past eight fiscal years to make accessibility renovations to the apartments rented by individuals with disabilities, since this group does not, in general, have the financial resources to make their homes accessible. This program has been highly successful, not only because it assists individuals with disabilities to live in the community, but also because it increases the number of accessible rental units in the County.

- *Subsequent to the submission of the 2014 Action Plan, the Grant Award to the IMAGE Center was increased to \$63,275. With funds from this grant, seventeen (17) projects were completed by the end of the fiscal year. In addition, one project was committed*

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(i.e., the Order to Proceed was issued but work has not yet been completed), and two more projects were being prepared. The deadline for this grant was extended to December 31, 2014. By December 31, a total of 22 projects had been completed, and \$369.30 remained in the account.

In Fiscal Year 2015, the Commission proposed funding the following Capital projects under the Community Development Block Grant program:

Arc Baltimore

Grant Award: \$38,250

Accessibility and/or maintenance renovations to two Alternative Living Units. The renovations included creating a fully accessible bathroom in each unit, with new fixtures, tile walls and roll-in showers, as well as all carpentry and electrical work.

- *This project has been completed.*

Emerge, Inc.

Grant Award: \$52,600

Accessibility modifications to one Alternative Living Unit. Renovations included: bathroom – widen the doorway, replace shower, replace toilet with ADA compliant devise, replace and lower the vanity, install safety grab bars and handrails, and replace the floor; kitchen – replace all cabinets and counter tops, replace the floor, replace malfunctioning appliances, remove a portion of the wall to widen the space to make it wheelchair accessible. Finally, all bedroom doors were widened to allow for wheelchairs.

- *This project has been completed.*

Jewish Community Services, Inc.

Grant Award: \$43,075

Accessibility modifications to one Alternative Living Unit. Renovations included: installation of a Bruno platform lift, including a new wood deck and stairs to allow access for individual not using the lift and all electrical work; conversion of a current bathroom to make it wheelchair accessible, including replacement of shower, toilet, sink, and expanding it through an adjacent closet to give more room.

- *This project has been completed.*

The League for People with Disabilities

Grant Award: \$15,000

Modifications to Day Program kitchen. Renovations included: removal of existing countertop, tables, cabinets and appliances; install lower countertops and sinks; install updated cabinets with

appropriate ADA handles; replace outdated stove/range, including adding necessary exhaust/ventilation.

- *This project has been completed.*

Mosaic Community Services

Grant Award: \$13,375

Renovations to the behavior health and medical day programs. Renovations included replacing deteriorating wooden handrails and installing an automatic exterior door at its behavioral health clinic, and installing two exterior and one interior automatic doors at its medical day program site.

- *This project has been completed.*

Penn-Mar Organization, Inc.

Grant Award: \$31,720

Accessibility modification to two group homes. Renovations included replacing the subfloor, toilets and sinks in the bathrooms of two group homes, as well as installing safety grab bars, widening doorways, and installing all electric and plumbing. In addition, the front deck will be extended and an emergency exit will be installed in one group home.

- *This project has been completed.*

Prologue, Inc.

Grant Award: \$45,000

Accessibility modification to one Alternative Living Unit. Renovations included: widening the driveway, installing an exterior wheelchair ramp, widening a hallway, renovating the bathroom and kitchen, building a deck, installing a washer and dryer, and upgrading electrical and plumbing.

- *This project has been completed.*

The IMAGE Center: Housing Accessibility Modification Program (HAMP)

Grant Award: \$45,980

The Commission has used CDBG funds for the past nine fiscal years to make accessibility renovations to the apartments rented by individuals with disabilities, since this group does not, in general, have the financial resources to make their homes accessible. This program has been highly successful, not only because it assists individuals with disabilities to live in the community, but also because it increases the number of accessible rental units in the County. Based upon requests as they are received, renovations may have included: installation of

wheelchair ramps; installation of stair glides; renovations to kitchens and/or bathrooms to make them accessible, etc.

- *With funds from this grant, nine (9) projects have been completed by the end of the fiscal year. In addition, one project was committed (i.e., the Order to Proceed was issued but work has not yet been completed), and two more projects were being prepared. The deadline for this grant has been extended to December 31, 2014.*

Homeless Services: Emergency Shelter Grant/Continuum of Care

The county has utilized a variety of public, private, and in-kind resources to address and prevent homelessness during this CAPER period. The activities and strategies that were focused on were those identified in 10-year planning recommendations which included increasing the supply of affordable permanent and supportive housing; improving current shelter systems; coordinating resources; creating an improved system of response and providing strategies and services in combination with the leveraging of other resources to avert homelessness for those at risk of becoming homeless.

Homelessness Prevention

The following services and activities were in place and were undertaken during this CAPER period to prevent homelessness.

Rental/Mortgage/Utility Assistance: Includes 1st month rent, eviction prevention, utility cut-off prevention, security deposit, food and assistance with prescription costs and co-pays.

- Assistance Center of Towson Churches*
- Baltimore County Department of Social Services
- Catonsville Emergency Food Ministries
- Community Assistance Network
- Southwest Emergency Services*
- Jewish Community Services
- Neighbor to Neighbor, Epiphany Episcopal Church
- United Churches Assistance Network*
- Health Care for the Homeless – Baltimore County*
- Community Crisis Center*
- We Are Family*
- Various independent faith-based organizations*

Weatherization: Evaluation of homeowners heating and cooling systems as well as how airtight doorways, windows, and attic joints may be. Furnace replacement, window sealant, and pipe insulation may be provided.

- Community Assistance Network
- Baltimore County Housing Opportunities Rehabilitation Program

Service Linked Housing: Resident advocate located in large rental housing development provides services to help residents in this low-income area stay in their homes. Services include rental assistance, utility assistance, after school program, food pantry, and landlord/tenant mediation.

- Community Assistance Network

Housing Counseling/Case Management: Housing counselors assist individuals and families with supportive services helping them to remain in permanent housing. These counselors also provided services to residents in shelters by helping them to prepare for housing by securing finances, budgeting, credit reports, applications for housing and referral to other mainstream resources. Case managers provide resource linkages and coordination with mainstream resources.

- Baltimore County Department of Social Services
- Various nonprofit organizations

Information and Referral: Street Cards are updated and published annually. These cards list all available services and contact information for the homeless as well as information about assistance with benefit applications and other available resources. Street cards are available at the following locations:

- Baltimore County Department of Social Services and other County agencies
- Baltimore County Police Precincts and with police officers*
- Baltimore County Public Libraries*
- Baltimore County Businesses and Nonprofit Agencies*
- Baltimore County Elected Official Offices*
- Baltimore County Communities for the Homeless*
- Homeless Management Information System (HMIS)
- United Way of Central Maryland 211 and First Call for Help*
- Shelters
- Hospital Emergency Rooms*

Fair Housing: discrimination complaints, investigations, and hotline.

- Baltimore Neighborhoods, Inc.
- Baltimore Human Relations Commission*
- Greater Baltimore Community Housing Resource Board*
- Legal Aid Bureau of Maryland*

Employment: employment counseling, job development, and employability workshops.

- Baltimore County Workforce Development Centers*
- Community Assistance Network

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- Young Parent Support Center and Day Resource Center at Eastside Shelter
- Morningstar Baptist Church*

Transportation: bus tokens and passes, cab fare, shelter shuttle, mobility transportation and mobility training.

- Baltimore County Department of Social Services
- Community Assistance Network
- Baltimore County Health Department – Bureau of Public Health Nursing
- Baltimore County Department of Aging*
- Various faith-based Organizations*

Health Services: Mental and physical health assessments:

Participating Agencies:

- Prologue, Inc
- Baltimore County Department of Health
- Health Care for the Homeless Baltimore County*
- Franklin Square Hospital Center*

* These organizations provide services to Baltimore County citizens, but are not directly funded by the Baltimore County Department of Planning.

Discharge Planning

Foster Care

The Maryland Department of Human Resources is the oversight agency for foster care programs in the state of Maryland. This group has considered the need for discharge planning for homeless youth exiting the foster care system. A review team was developed and formal discharge policies were created. These policies include: all discharge plans shall be decided by the court when appropriate; permission is required by the court to return youth to family or relatives; a transitional plan must be developed for all youth leaving independent living arrangements; education, workforce and home living arrangements should be in place prior to exit; no youth should be discharged without a place to go; and a service agreement should be developed to help with the transition and expectation of all parties involved in the discharge planning. *The Department of Planning continued to work closely with the local Foster Care Advisory Board to review access to mainstream resources in order to assure that youth transition successfully.*

Health Care

Baltimore County Department of Planning, in collaboration with Healthcare for the Homeless Baltimore County, Baltimore County Department of Social Services, and the Baltimore County Department of Health, have identified health institutions that have a history of discharging patients to homeless shelters. In an effort to address this issue, Baltimore County's Homeless Services Coordinator, along with shelter directors, have met with discharge planning staff to educate them on the protocol for shelter referrals as well as shelter policy regarding health care.

As a result, health institutions are following the County protocol to call the Homeless Screening Unit and refer patients to shelter. The Homeless Screening Unit assessed the medical needs of the clients and determined if shelter was an appropriate placement. These new measures continued to result in a significant decrease in discharges to shelter. *The Homeless Screening Unit assessed the medical needs of the clients and determined if shelter was an appropriate placement. These new measures continued to result in a significant decrease in discharges to shelter.*

Mental Health

The State Department of Health and Mental Hygiene updated its discharge policy in 2008 to address discharge protocol for clients leaving institutions. Policies include the creation of a detailed aftercare plan for all clients. The Baltimore County Department of Health provides local oversight on matters affecting homeless individuals with mental health concerns being discharged from local institutions. Through this partnership, clients are connected to case management services to assist them in meeting aftercare service plan goals. Additionally, a local Mental Health/Homeless work group partners with the Department of Planning. Members include the Department of Behavioral Health, direct service providers, and institutions. Through this workgroup, mental health service agencies and institutions have been educated on referral processes and shelter policy regarding the care of mentally disabled clients. As a result these agencies and institutions now follow County protocol and refer clients to shelter through the County Homeless Screening Unit. *In an effort to effectively serve mentally disabled clients who enter shelter, the homeless shelter staff received training during this CAPER period on meeting the needs of this population.*

Corrections

The Clinical Director of MHA's Division of Special Needs Populations chairs the Maryland Correctional Administrator's Mental Health and Substance Abuse Committee, and issues regarding discharge planning are addressed at these committee meetings. The Clinical Director also sits on the Executive Committee for the Department of Public Safety and Correctional Services. This Committee has developed re-entry strategies for those being released from jails and prisons across the state. MHA's Division of Special Needs Populations also continues to provide funding to the jails for mental health treatment services, case management, aftercare planning and follow-up care. Individuals who are homeless are linked to appropriate services and housing prior to release from the detention center. MHA advocates for the needs of those who are homeless and have serious mental illnesses, and applies for Rental Assistance Housing funding on behalf of 20 counties. In addition, Baltimore County Corrections participates in monthly Mental Health/Homeless meetings and plays an active role in addressing inappropriate discharge planning from institutions to shelter. *In an effort to serve those who are incarcerated and facing homelessness upon release, the Baltimore County Continuum of Care collaborated with the local Department of Corrections and counted those inmates who would be exiting homelessness within 90 day. This data was very useful as it helped providers better understand the need of individuals exiting corrections.*

Steps to Eliminate Homelessness

The Baltimore County Department of Planning continued to take an aggressive role in the identification and development of relationships with potential outreach partners such as faith-based organizations, health care institutions, police precincts, veterans groups, the criminal justice system, aging, the substance abuse continuum of care, and businesses. Representatives from the above sit on the County Homeless Roundtable which serves as the decision making body for the Baltimore County Continuum of Care.

The Roundtable is made up of five committees: Mainstream Resources; Coordinated Assessment; Outreach; Data Management; and Housing. These committees are aligned to meet the goals stated above which are: increasing the supply of affordable permanent and supportive housing; improving current shelter systems; coordinating resources; creating an improved system of response and providing strategies and services in combination with the leveraging of other resources to avert homelessness for those at risk of becoming homeless.

During this CAPER period the following action steps were taken to further the goals of the Roundtable in eliminating homelessness.

- An annual Point in Time Survey was conducted on January 25, 2015 to determine a "snapshot" of homelessness in Baltimore County. Through the involvement of over 30 volunteers, this survey focused on street homeless and identified the number of chronic and other homeless, various subpopulations such as substance abuse and mental illness, the number of children who are homeless as well as identifying gaps in services.
- In an effort to incorporate a Housing First approach into the County homeless delivery system, Baltimore County provided an additional year of Emergency Solutions Grant funding for Rapid Re-housing to the Neighbor 2 Neighbor program and St. Vincent De Paul to provide housing assistance to individuals and families exiting shelter into housing. Funding provides financial support in the form of rental assistance, first month's rent, security deposits and arrearages as well as on-going case management.
- The County supported the creation of 15 additional permanent supportive housing (PSH) beds for chronically homeless in Eastern Baltimore County through providing \$1.3 million to Episcopal Housing Corporation for the purchase and renovation of the previous Nehemiah Shelter to create a 12 unit Single Room Occupancy facility for homeless males. Three additional units were made possible through the reallocation of \$52,000 in Supportive Services Only funds through the Continuum of Care. These units will be scattered site and serve chronically homeless males and females.
- Baltimore County awarded additional flex funds to the Community Assistance Network to provide additional staff and resources to individuals and families residing at the Eastside Family Shelter and the Westside Men's Shelter in more rapidly exiting shelter.
- The County Administration approved \$43,000-\$55,000 for a new Employment Specialist position through the Office of Economic and Workforce development to work directly with sheltered clients on job placement. This new position has been filled and a work plan is being developed.

- The County approved \$66,000 for additional street outreach staff in Baltimore County. This funding allowed for the creation of a HOT (Homeless Outreach Team). Through this support, over 300 new street homeless clients received outreach support.
- The County approved \$163,000 for a pilot shelter diversion program. Funding was awarded to St. Vincent De Paul to offer diversion services in an effort to assist families and individuals with alternative solutions to shelter such as relocation, financial assistance to enter new housing and support with other barriers to housing stability.
- The Mainstream Resources sub-committee has created a workforce development survey for sheltered clients. This survey was conducted with focus groups at three shelters in the County. The data collected has been made available to the committee and will be used to educate potential employers about the skills sets offered by sheltered clients in order to create potential employment opportunities. The survey questions will also be incorporated into the shelter intake process to streamline goal setting related to finding employment.
- Providers continued to participate in SOAR (SSI, SSDI, Outreach, Access and Recovery) in effort to expedite approval of SSI and SSDI applications. In FY' 15, 7 of 10 new SOAR cases were approved. This is a 70% approval rate for SSDI.
- The Baltimore County SOAR workgroup met monthly to plan for additional SOAR training, staffing, and to strategize solutions to case specific concerns.
- Grantees, Community Assistance Network (CAN) and St. Vincent De Paul, both offering rapid re-housing, have created on-going relationships with landlords. CAN in particular, is holding monthly landlord networking events to develop new relationships with landlords and maintain positive working relationships with existing landlords.
- Department of Planning, in collaboration with community providers and local officials, publically launched the County 10-year plan named "A Home for All," in September of 2015.
- Health Care nurses provided care to homeless individuals at the Eastside, Westside and Hannah More shelters throughout the year. A clinical office space was added to the newly constructed Westside Men's Shelter for Healthcare for the Homeless so that more medical services can be provided to residents on site.
- Through the Mainstream Resources Committee, an annual training on assisting clients with accessing healthcare benefits was provided to case managers.
- The Consumer Advisory Board met two times in FY '15. The membership of the board consists of those currently experiencing homelessness whether in shelter or living on the streets, and those who are formerly homeless. The Advisory Board serves as the voice for the homeless and provides input to the Baltimore County Homeless Roundtable on funding and policy issues impacting homeless services throughout the county.
- The Baltimore County Department of Planning, Homeless Youth Workgroup meets quarterly to discuss the needs of the County's homeless youth. In FY' 15, this group provided on-going input for the state-funded initiative to conduct a local count of all homeless and unaccompanied young people ages 24 and younger. This initiative called Youth REACH (Reach Out, Engage, Assist to End Homelessness), is a demonstration project created through 2014 legislation. The County will cover six

counties across Maryland (Anne Arundel County, Baltimore County, Baltimore City, Prince George's County, the Lower Eastern Shore and Washington County) and will take place September 28-October 4. The Baltimore County project will consist of a four-part count (shelter, street, school and community-based). Volunteers and providers along with the school system staff will conduct the count. After a review of the data collected, the State Youth REACH Advisory Council will determine if a second count is needed prior to the 2017 deadline to provide a final report to the State General Assembly.

- The Baltimore County Homeless Roundtable continued to provide a Rating and Ranking Committee in FY 15 to provide on-going project monitoring and project review as well as rating and ranking for the Continuum of Care annual funding competition.
- The Baltimore County Prevention Workgroup which was created through a partnership with United Way of Central Maryland, the Harry and Jeanette Weinberg Foundation, Baltimore County Communities for the Homeless and homeless prevention providers, met throughout the year to discuss possible additional funding for homeless prevention services as well as new best practices for providing prevention services. The group has tabled the discussion because of a lack of additional resources at the present time and plans to revisit in 2016.
- Policies and Procedures were created for the SHP program as well as County Coordinated Assessment.
- In partnership with the HMIS team, the Roundtable has created a sub-committee focused on ending veteran homelessness. This group will meet monthly and will comprise of community partners who are serving veterans in Baltimore County.
- The Homeless Roundtable continued to discuss and research best practices to apply to homeless services throughout the County.

Special populations:

According to the January 29, 2015 Point in Time Survey of the homeless special populations, 22% are chronically homeless, 23% are mentally ill, 11% are substance abusers (drugs and alcohol), 8% are veterans, 1% are persons with HIV/AIDS, 12% are victims of domestic violence.

In an effort to address the needs of this population, included in the goals for Baltimore County are:

- to create new Permanent Housing (PH) beds for persons who are chronically homeless; this was achieved by receiving a Bonus Project through the 2011 Continuum of Care application to provide single room occupancy permanent housing for 14 chronically homeless single women as well as through the purchase of the former Nehemiah House by Episcopal Housing Corporation for the purposes of providing PSH to 12 chronically homeless men. This project will open in the Fall 2015.
- to increase new PH beds for persons who are in families and not chronically homeless. This has been achieved through the establishment of a Rapid Rehousing Project using

ESG funds and SHP funds. Baltimore County provided an additional year of Emergency Solutions Grant funding for Rapid Re-housing to the Neighbor 2 Neighbor program and St. Vincent De Paul to provide housing assistance to individuals and families exiting shelter into housing. Funding provides financial support in the form of rental assistance, first month's rent, security deposits and arrearages as well as on-going case management.

- to increase linkage to supportive services to help homeless remain in PH. This has been achieved with the on-going renewal of the Homeless Outreach grant through the CoC application. In FY'15, Department of Planning, as the Collaborative Applicant for the County Continuum of Care was able to reallocate \$52,000 of the Prologue Outreach Project Supportive Housing Program dollars to create 3 units of Permanent Supportive Housing. This allows Prologue to be able to directly connect chronically homeless clients to housing.

Funded Homeless Projects – Prevention, Emergency and Transitional

Fiscal Year 2015 funded homeless services projects include those that provide transitional and emergency housing and increase the availability of public and supportive services. Specific projects for FY 2015 were as follows:

Abilities Network, Inc.: Promising Futures for Families

Project provided intensive behavioral support services to individual children and provided resource and referral services/training to families and staff. Project ACT served 104 individuals at the Family Crisis Center, a domestic violence shelter, through weekly children's groups and weekly family resources and activities designed to help the children increase social and emotional development. Other reported funding included in-kind contributions of \$2,000 and cash contributions of \$13,760 through private fundraising, state and local funds, and other sources.

NAMI Metropolitan Baltimore: Homeless Recovery Support Group Project

Project provided support groups at Homeless Shelters for those with or impacted by mental illness. This project was funded with County general funds.

Baltimore County Department of Health: Nursing Services for the Homeless

The Shelter Nurse project provided onsite nursing case management services to address the acute and chronic health needs of shelter residents in Baltimore county's three largest homeless shelters (Eastside, Westside, and Hannah More) while reducing their barriers to permanent housing. Shelter nurses facilitated referrals to health-related services available through County programs, homeless services programs, and community partners, in addition to providing nursing care, health screening and education. The grant funds requested helped support the salaries of nurses and associated program costs to provide nursing services to 317 unduplicated homeless persons. The Baltimore County Department of Health contributed \$40,335 for one part-time nursing position and travel and uniform costs. The Department also provided an in-kind contribution of \$18,493 for program supervision and administration.

Catonsville Emergency Food Ministries (CEFM), Inc.

CEFM operated an assistance center serving the greater Catonsville area in southwest Baltimore County. CEFM maintained a food pantry and provided financial assistance for eviction prevention, utility cut-off and other needs. CEFM provided food assistance, utility cut-off assistance, holiday food baskets, filled school backpacks, holiday gifts, and eviction prevention assistance to 666 individual households with 1318 instances of food assistance, 36 households receiving eviction prevention grants, 22 households receiving utility assistance grants, 49 school supplies, 113 holiday gifts, 24 Easter baskets, and 207 holiday food packages. Funds from this grant provided funding for the executive director's salary and \$12,100 for eviction prevention activities. Funds leveraged \$119,983 in government and private funds and \$197,550 in donated food, volunteer time and miscellaneous supplies/gifts for children. This project was funded with CDBG and State funds.

Churches for Streets of Hope Shelter: Eastside Freezing Weather Shelter

This project used County general funds only.

Community Assistance Network (CAN): Outreach Program

This project used State and County general funds only.

Emergency Solutions: Financial Assistance Grants

Supplemental Emergency Solution Grant funds were identified in Fiscal Year 2013 for additional eviction prevention assistance to providers already successfully providing eviction prevention grants to Baltimore County citizens. Four projects (Community Assistance Network, Inc. - Outreach Services, Community Crisis Center-Homeless Prevention Program, CEFM Network Inc, and Jewish Community Services-Homeless Prevention Services) were selected based on their prior success at distributing Baltimore County grant funds for eviction prevention and in May 2013 amendments were established to their existing grant agreements. The Community Crisis Center did not utilize any of its funds while the Community Assistance Network, CEFM, and Jewish Community Services each served clients in FY 2014. An additional 24 households, not previously reported, were served by Jewish Community Services during the reporting period. CAN benefitted from the previously mentioned unspent funds of Community Crisis Center as well as the cumulative unspent balances from the other two providers. CAN served 27 households (87 individuals) with these supplemental ESG funds of \$21,691. FY14 funds leveraged across the three final providers were \$1,016,018. More detail on these leveraged funds are available in the project detail of the Homeless Services section for each grantee named.

Emergency Solutions: Rapid Rehousing Grants

Two projects were selected to provide rapid rehousing services pursuant to an RFP issued in Baltimore County's Fiscal Year 2015. The projects, were carried out by Episcopal Housing Corporation and St Vincent de Paul of Baltimore, Inc. Accomplishments, leveraged resources and matching grants are reported on page 41 of this section.

Eastside Homeless Shelter

This project was funded with County general funds.

Episcopal Housing Corporation: Neighbor to Neighbor

This project was funded using County general funds.

Family Crisis Center of Baltimore County, Inc. - Domestic Violence Emergency Shelter

This project provided emergency shelter to victims of domestic violence who had been forced to leave their homes due to violence in their relationships. Two hundred Six (206) households of domestic violence victims and their children (289 individuals in total) received shelter up to 90 days while seeking relief. Services included case management, crisis counseling, child counseling, parent groups, referrals, and clothing. FCC leveraged \$302,112 in other funding sources from federal, state and county government funds, private fundraising and foundation funds including FEMA, DSS/Victims of Crime Grant Act, and the United Way. In-kind contributions of \$2,438,667 were provided by Baltimore County Facility Utilities and Maintenance Services, USDA Food and individual donations of office supplies and equipment, and volunteers. CDBG funds were paired with ESG funds of \$21,251 and \$25,000 in State funds to support this project.

Family Crisis Center of Baltimore County, Inc. - Transitional House

The Domestic Violence Transitional House served 51 primary and secondary victims of domestic violence who had been residents of the Family Crisis Center Emergency Shelter with extended shelter services up to 12 months. Grant funds supported salaries for staff. FCC leveraged \$34,745 in funds from Baltimore County DSS Marriage License Funds, fundraising and other contributions from private foundations, churches and community organizations. In-kind contributions of \$762,310 were expected by Baltimore County and USDA for rent, facility maintenance, and food.

INNterim Housing Corporation: INNterim Gardens

INNterim Gardens provided scattered site permanent housing for 15 low to moderate-income families coming out of Baltimore County shelters. INNterim Gardens served 45 clients (15 adults and 30 children). Grant funds supplemented salaries for several staff members, as well as utilities, insurance, maintenance and program expenses. CDBG was used to fund this project which leveraged \$192,139 in other funds and \$2,473 in in-kind contributions.

INNterim Housing Corporation: INNterim House

INNterim House provided a supportive and structured residential environment to 71 homeless individuals (26 adults and 43 children) in 31 households while these women head of households acquired the skills and resources needed to become economically independent. INNterim provided case management, training in life skills, housing and financial management services to families. Grant funds supplemented staff salaries. CDBG funds were used for this project which leveraged \$265,613 in other funds and \$2,473 in in-kind contributions.

Jewish Community Services – Homeless Prevention Services

This project served 53 households at risk of becoming homeless. Grant funds supported a comprehensive financial needs assessment and benefit eligibility screening for clients, financial assistance for rent and utilities, a thorough mental health and addictions evaluation, case management and vocational assessment, employment counseling and financial literacy/money management training. Grant funds supported direct client assistance (\$56,000) and a portion of staff salaries (\$10,000). In-kind contributions of \$18,619 from Jewish Community Services were

reported in staff and administrative support. CDBG funds were supported with an additional \$15,300 in State funds.

Maryland Food Bank

This project was funded with County general funds.

Night of Peace Shelter, Inc: Emergency Shelter and Day Program

The Night of Peace Family Shelter, Inc (NOP) provided emergency shelter, food and transitional services for 33 homeless families with children (113 individuals) in Baltimore County. Funds provided salaries and fringe costs for the shelter manager, social workers, housing advocate and evening and overnight staff. Other reported funding included in-kind contributions of \$4,000 and cash contributions of \$83,001 through private fundraising and other sources. CDBG funds of \$31,970 were accompanied by State funds of \$50,812 and \$52,218 in County funds.

Prologue ESG

Prologue assisted 23 client households in gaining access to decent, affordable housing by locating individuals who were living out of doors or in other places not fit for human habitation and providing them with monetary assistance to secure housing by payment of a security deposit, first month's rent, or past utility bill. ESG funds of \$22,800 were matched with \$415,238 in SHP funds and \$20,000 in in-kind contributions.

Turnaround, Inc.: Emergency Shelter and Transitional Housing

Turnaround provided emergency shelter and transitional housing to women, men and children who were impacted by domestic violence and sexual assault. The emergency shelter and transitional housing program provided immediate safety to 106 individuals (46 victims and their 60 children) who would otherwise be homeless. Eight individuals received services under both the emergency shelter and transitional shelter. The organization provided transportation, food, and personal supplies along with counseling and case management services. The requested funds paid for the salaries of the staff that run the program as well as the cost of hotel placement, client transportation, and maintenance of two houses. Operational and staff costs were supported by Marriage License funds, Governor's Office of Crime Control and Prevention Domestic Violence funds and private donations totaling \$75,494. CDBG funds of \$38,667 also leveraged \$17,004 in State funding.

Westside Homeless Shelter

This project was funded with County general funds.

YWCA of the Greater Baltimore Area: Arbutus Permanent Supportive Housing

YWCA operates a 13-unit permanent supportive housing project for chronically homeless women. CDBG funds of \$41,090 leveraged \$26,959 in County funds and other cash funds of \$156,588 from federal and private sources. In-kind contributions of \$89,090 also supported this project.

Rapid Rehousing Projects

Using its ESG funds, the County also proposed projects that would rapidly rehouse those experiencing homelessness in an effort to get Baltimore County citizens stabilized and removed from homelessness as quickly as possible.

Episcopal Housing Corporation: Neighbor-to-Neighbor Rapid Rehousing Project

This project provide rental subsidies and comprehensive support services to 13 homeless families (73 individuals) moving from homelessness to permanent housing throughout Baltimore County. The grant funded rental subsidies for one year and were coupled with case management, therapeutic support groups, financial literacy, budgeting, life skills development and job readiness training. Episcopal Housing Corporation expects to receive \$57,967 in private and foundation funds to support this project as well as \$10,500 in in-kind contributions from Henderson-Webb Corporation of meeting space and Epiphany Episcopal Church for bookkeeping and administrative oversight.

St Vincent de Paul: Front Door at Hannah More

This project supported rapid rehousing efforts for 12 families residing at Sarah's Hope Hannah More Shelter. Six (6) families were provided rental assistance and intensive case management for one year - moving from shelter to housing, with an additional year of follow-up to achieve housing permanency and sustainability. The first year's lease was executed in the families' name with St Vincent de Paul serving as guarantor. Families were provided financial assistance to address arrearages, pay security deposits, and purchase furnishings. St Vincent de Paul will provide \$65,000 in United Way funds and \$12,044 in in-kind contributions for indirect and other costs.

Other Pieces of the Continuum – Supportive Housing Program and Shelter Plus Care Projects

Through its Continuum of Care application, Baltimore County also receives other federal funds in support of the effort to meet the needs of Baltimore County's homeless citizens. The largest of these projects during the CAPER period are summarized as follows. Prologue, Inc has two Supportive Housing Project (SHP) grants specifically for outreach to the homeless individuals living on the streets. INNterim Housing Corporation and the YWCA of Greater Baltimore each support a permanent supportive housing program for homeless women. AIDS Interfaith Residential Services (AIRS) operated two housing effort as did the Community Assistance Network. AIRS also operated a Shelter Plus Care project as part of the County's Continuum during the CAPER period. Additional projects funded through the Continuum of Care for which Department of Planning was a partner but not the direct recipient of the funds, included: DHMH Rental Assistance housing, Catholic Charities Project Promise and Hosanna House housing, and Community Assistance Network Samaritan housing.

Other Actions

Actions to Address Obstacles to Meeting Underserved Needs

Baltimore County has a number of programs designed to address the obstacles to meeting underserved needs and these programs are spread throughout Baltimore County and address a myriad of needs. Rental, Mortgage, and Utility Assistance are available at a number of non-profit partners around the County and housing counselors are available to assist individuals and families remain in their homes while addressing issues that may lead to homelessness. Primarily designed for the homeless, Baltimore County crafted a “Street Card” listing all available services and contact numbers for applicable social service agencies. Food pantries, employment counseling, and transportation assistance are also available. Affordable and accessible housing for people with disabilities can also be difficult to find in Baltimore County which is why the County continued the HAMP program to fund the construction of ramps to increase the number of handicapped accessible units.

Actions to Foster and Maintain Affordable Housing

Housing prices in Baltimore County are leveling out and affordable housing is more attainable, except for those at 30-50% of the Area Median Income. As a result, it is critical that Baltimore County officials work with a wide array of stakeholders to maintain the affordable housing it does have and to ensure those currently housed can remain in their homes. The County’s partners in these efforts include developers, individual landlords, community groups and faith-based organizations. These partnerships are detailed below.

For tenants, two Tenant Based Rental Assistance (TBRA) programs served 6 low-income families this year living. Services were provided through the following programs Housing First/CHANGE and Senior Housing. Senior TBRA served 1, Housing First/CHANGE served five (5). Rebuilding Together Baltimore provided needed home repairs for 13 homeowners in collaboration with companies, county agencies, the faith community, and citizen groups.

For individual homeowners, Baltimore County continued to provide homeownership opportunities for families and individuals through our first time homebuyers program, counseling just under 2700 households. The County’s CDBG-funded Single Family Rehabilitation Program provided a total of \$663,228 in grants or loans for emergency repairs or replacements of furnaces, water and sewer lines to 50 low and moderate-income homeowners.

Actions to Eliminate Barriers to Affordable Housing

Baltimore Neighborhoods, Inc and the Greater Baltimore Community Housing Resource Board, Inc have worked with Baltimore County to affirmatively further fair housing with community education, tenant-landlord counseling, random testing and the use of radio, television and print media approaches to break down the barriers to fair housing.

In addition, our Housing First/CHANGE TBRA programs specifically worked to eliminate barriers to affordable housing as these programs work with those living in one of our County’s homeless shelters. Both programs assisted the homeless from shelter into housing and together served five families.

Actions to Overcome Gaps in Institutional Structures and Enhance Coordination

Just as Baltimore County's Consolidated Plan reflected a vision of a highly collaborative process that included participation from low- to moderate-income persons and communities, community groups, non-profit organizations, individuals, government agencies, and business associations to assess needs, identify goals and objectives, and determine desired outcomes, so, too, did the County's work throughout this fiscal year. These partners were members of our County Commission on Disabilities, Baltimore County Communities for the Homeless, and Green Housing Initiative to name a few. Our delivery system has been strategically developed to maximize scarce resources and leverage public and private funds to carry out the County's housing and community development objectives and priorities. The involvement of our stakeholders as partners shaped each of the County's initiatives and ensured a close alignment between citizen needs and programs to support those needs.

Actions to Improve Public Housing and Resident Initiatives

Baltimore County has no public housing projects and therefore this section is not applicable.

Actions to Evaluate and Reduce Lead-Based Paint Hazard and Hazard Reduction

Under the Maryland Department of Housing and Community Development Special Loan Programs, Baltimore County, as a sub-grantee, continues to provide funds through the Department of Planning to assist homeowners and landlords in lessening the risk of lead poisoning and preserving housing stock by reducing or eliminating lead-based paint hazards.

Federal and State Lead-Based Paint regulations continue to create a demand for assistance through this program. The Department of Planning assisted 18 units during the grant year. All Housing Inspectors in the Department of Planning are certified by a State of Maryland accredited training institution in lead paint inspection and clearance for the Single and Multifamily Rehabilitation Programs. The Department of Planning, as required by law, mandates continued re-certification. All Housing Inspectors that use an XRF machine to detect lead performs all inspections and risk assessment are fully trained and certified to use the equipment. Additionally, Baltimore County continues to maintain a close relationship with the State Department of Environment, Lead Compliance Division. This State agency provides the county certification for lead abatement contractors, workers, and lead hazard inspectors. It also provides continuing training, reduction material review, and approved resources for the county. The Department of Planning obtained lead certificates for all of them. All homes are professionally assessed for lead-based paint hazards. All Housing Counselors make participants in Homebuyers Education and Homeownership Counseling Programs aware of the hazards presented by lead-based paint. All rehabilitation participants are given a brochure detailing lead-based paint hazards and the Homeownership Counseling Program also provides this information to participants.

The Baltimore County Department of Planning applied for and was awarded a \$3 million Healthy Homes Lead Hazard Reduction Demonstration grant from HUD in Fiscal Year 2014 for

the period of FY13-16. Entitled “Lead Safe Baltimore County”, this three year grant addressed the lead-based paint hazards present in 225 Baltimore County units, both owner-occupied and rental properties, in select zip codes. Properties must have been built before 1978 and the occupants must fall within the HUD income guidelines, have a child under age six or be where a child under 6 frequents the home. The program will also remedy homes where a child under age six has an elevated blood level regardless of the location in Baltimore County. Lead Safe Baltimore County employed a Program Manager, two Risk Assessors, and a Relocation Specialist. Dwellings were tested and a scope of work created by staff. Contractors are secured by the property owner, but all contractors must be lead certified. Occupants were relocated as necessary and clearance testing for safe reoccupation will be conducted before reoccupation occurs.

To date, LSBC has assisted 349 units through its HUD grants in reducing or eliminating the lead hazards found in the home. In addition, the County’s subgrantee, The Coalition to End Childhood Lead Poisoning, has provided outreach and education this past year to over 246 individuals and hosted/participated in 58 events in Baltimore County communities. Together these efforts provide continuing education and outreach to our Baltimore County communities and families so that they are more aware of the dangers that lead poisoning presents.

Actions to Ensure Compliance with Program and Comprehensive Planning Requirements (Including Monitoring)

For the last several years, Baltimore County has been building a stronger quality assurance system, to include a comprehensive monitoring strategy. During County Fiscal Year 2014, the County continued to implement monitoring procedures and processes to reflect HUD’s requirement to incorporate outcome performance measurements within all its community development programs. To assure that there were mechanisms in place to enforce compliance with regulatory requirements and all other appropriate standards, grant and contract agreements are continually revised to set forth more detailed standards of accountability for sub-recipients. County agreements provide even more specific detail regarding regulatory requirements, e.g. Davis Bacon Act requirements, Scope of Work, and Outcome Performance Measurements. Each agreement was individualized to specify the national objective that the respective project is expected to meet and the documentation that must be collected and maintained to evidence national objective compliance. Agreements for FY 2014 contained all these elements.

In all grant and contract agreements, the County requires that sub-recipients that provide direct services to the public develop policies and procedures to define (a) how individuals may grieve denial of service/s, the failure to provide service and/or the manner in which services are provided and (b) how they will be prepared for and respond to emergency situations, including any situation that necessitates an evacuation. The County also requires each subrecipient to develop and implement an incident reporting policy based on County guidelines included in each agreement. The guidelines describe the types of incidents that each subrecipient is required to document and review internally, as well as those that must be reported to external entities and the County. It includes specific time frames for reporting and investigating certain incidents. The desired outcome of the implementation of this policy is to raise awareness of problems, to instigate the development of corrective measures to address the identified problems and to minimize the potential for recurrence of similar events in the future. Uniform reporting of

incidents also assists the County in identifying trends across programs, producing information that can trigger the development of system-wide preventive strategies.

The County utilizes monitoring tools, based on sample survey forms provided by HUD, other funders, and the experiences of program monitors during the prior fiscal year. The County also utilizes a client satisfaction survey to survey individuals in homeless shelters. The conduct of these surveys has provided the County with much insight into the internal issue of some sub-recipients and, in some cases lead to the discovery of information that might not have otherwise been discovered. While the County considered adapting this survey tool for use across all programs, the nature of the survey does not lend itself to the wide variety of projects funded each year. As a result, the County may adapt this survey tool for use across other programs as needed. Having staff with exclusively fiscal responsibilities has also allowed the County to perform better fiscal monitoring of sub-recipients, to include better oversight of fiscal reporting as well as improved monitoring of internal accounting systems.

Over the last five years, the County's monitoring staff has grown from one or two individuals to a collection of individuals with program, fiscal, HMIS, facilities management and inspection expertise. The team approach evidenced in the County's monitoring process provides for much stronger and more thorough monitoring. The County's Monitoring Protocol as practiced in FY 2015 is as follows:

Monitoring Preparation

To prepare for monitoring visits, County staff thoroughly reviewed each sub-recipient's grant/contract application, including the approved project budget; grant/contract agreement; performance and fiscal reports as well as fund requests; correspondence and file notes; previous monitoring reports and audit reports, whenever audit reports exist.

Desk Reviews

Desk reviews were conducted to assess levels of risk and inform the monitoring process. That is, the County utilized a desk review template and considered such things as the amount of funding received by the sub-recipient, the longevity of the relationship with the County and the sub-recipient's performance history in the context of the current and prior agreements with the County, the stability of the sub-recipient, the sub-recipient's record of timeliness and accuracy of reporting, fiscal management ability, etc. Point values were assigned to the measures of each topic area to determine whether a sub-recipient was high, medium or low risk. The risk category influenced how often a sub-recipient was monitored, in what sequence the County's sub-recipients were monitored during a particular year and the intensity of each sub-recipient's monitoring inspection. The desk review as well as the monthly draw request process also informed the monitoring assessment to the extent that this review identified areas of weakness or specific issues that required further investigation.

Site Reviews

The County utilized a standardized monitoring tool for each funded activity, with the understanding that the tool could be adapted to increase or decrease the intensity of the site review based on information expected for that fund source and/or to capture certain information

indicated by the desk review. The following was part of the County's standard monitoring protocol:

- a.** For any site that is frequented by the public, inspect the environment for health and safety violations;
- b.** Review documentation to support national objective compliance;
- c.** Test for compliance with 2-3 other regulatory requirements, including compliance with applicable citations in applicable OMB Circulars;
- d.** Review sub-recipient policies and procedures, particularly those policies and procedures that govern eligibility for services, administration of services and service delivery and assess internal compliance with same.
- e.** For programs that are required to maintain files for program participants, review files to assure that these records are kept current and are maintained in an orderly fashion in addition to reviewing the following for compliance with generally accepted standards of conduct and administrative requirements:
 - Documentation of eligibility for service;
 - Evidence of what service/s was/were provided;
 - Evidence that program participants were made aware of all policies and procedures, such as disciplinary policies and grievance policies and procedures, that could affect their participation in the program and/or their ability to receive certain benefits;
 - Evidence that service applicants/recipients provided the appropriate written approvals to allow the sub-recipient to secure or release certain information about them;
 - As appropriate, evidence that service recipients were afforded the opportunity to participate in the development of their service plans; and
 - As appropriate, evidence that service recipients were aware of any documentation placed in their files by the sub-recipient regarding commissions of rule infractions, including disciplinary actions that were instituted, and/or other negative information about the service applicant/recipient could have a negative impact on the service applicant/recipient.
- f.** Review documentation to evidence the sub-recipient's internal monitoring efforts during the project year to determine if there has been appropriate staff supervision and project oversight.
- g.** Wherever applicable, conduct a client satisfaction survey.
- h.** Assess fiscal management of the grant/contract, to include:
 - Reviewing accounting systems to assure that there are sound internal controls over purchases, cash disbursements and cash receipts, that there is appropriate segregation of duties and proper authorization and approvals of transactions;
 - Reviewing documentation to determine if there is effective control over and accountability for all funds;
 - Reviewing to determine if there is effective control over and accountability for all funds, property and other assets;
 - Reviewing to determine if there has been accurate and complete disclosure of the financial status of the funded project, including all sources and application of funds;

- Reviewing the accounting system to determine if costs are properly allocated, i.e., if recorded expenditures on the general ledger separated by funding source;
 - Reviewing to determine if there are time-charging systems that allocate labor costs across program activities and fund sources and that these systems are in compliance with OMB Circular A-122; and Reviewing to determine if the sub-recipient maintains proper supporting documentation for all transactions, estimates and calculations.
- i. Where applicable, review for compliance with Homeless Management Information System usage and documentation.

Exit Conferences, Monitoring Reports, Plans of Correction and Follow Up

Once the site review has been completed, the monitoring team conducted an exit conference with the sub-recipient principals to summarize the findings. At this conference, the sub-recipient was afforded the opportunity to clarify any outstanding issues, correct any misunderstandings or misinterpretations of the monitors and, perhaps, provide additional documentation to support any contentions of the sub-recipient. If applicable, the sub-recipient may have advised the monitoring team of any steps that the organization might already be taking to address areas of concern. If identified deficiencies were believed to have moderate or severe impact and/or were of repeated or widespread scope, the County may have required immediate corrective action. Any verbal imposition of corrective action was followed with written documentation of same by the next County working day, signed by either the Director, DP or her designee. If such serious deficiencies precipitated the need for immediate action, a full monitoring report was issued within ten County working days. Except in the case of the serious circumstance described in the paragraph above, a written report of the results of the monitoring review was generally issued in forty-five to sixty days of the monitoring exit conference. In some situations, either before or after the full monitoring report has been issued, the County may have required a follow-up conference with the appropriate representatives of the sub-recipient organization and the Director and/or the Grants Administrator of DP. If, in fact, serious problems with sub-recipient management were identified or strongly suspected, the County may also have involved the Board of Directors.

The County has developed a monitoring report template that provides for (a) a citation of each regulation, contractual requirement or other standard against which the sub-recipient was monitored, (b) a description of what was tested to assess compliance, (c) a summary of the findings, both favorable and unfavorable, and (d) a description of the directed and/or recommended strategy/strategies for addressing the identified weakness or deficiency, including whether a plan of correction needs to be prepared to address the problem and how long the sub-recipient will be allowed to correct the identified problem. The monitoring report was issued with a cover letter identifying what actions the County would take based on the findings of the monitoring team and any subsequent discussions with the sub-recipient, pursuant to the options defined in the County's monitoring protocol and as set forth in all grant/contract agreements.

If a plan of correction was required, sub-recipients were instructed to explain in detail how immediate problems will be addressed and what systems, policies, procedures or other actions will be taken to assure that these problems will not continue or recur in the future. All plans of correction submitted to the County were reviewed by the appropriate members of the monitoring

team, the Grants Administrator and, as indicated, the appropriate Program Coordinator and/or the Agency Budget Specialist, who will subsequently meet as a team and either determine that the plan may be approved as submitted or that it must be modified. If the plan was unacceptable as submitted, the County either requested that the sub-recipient modify the plan or the County may have imposed certain revisions. Once acceptable to the County, subrecipients were notified that their plan was accepted by the County, including any revisions or additional requirements of the County.

The Grants Administration team maintained primary oversight responsibility for follow-up activities. The timing, frequency and intensity of follow-up was determined on a case-by-case basis. If, during the course of implementing the plan of correction a sub-recipient was unable to meet any of its obligations, which would include being unable to perform any action within the timeframe indicated, the sub-recipient was expected to submit a revised plan for the approval of the County. The revised plan must provide an explanation of why the sub-recipient was unable to meet its obligation/s. The appropriate County staff reviewed the revised plan and, if the revised plan was not acceptable, the County negotiated a compromise with the sub-recipient or began to impose progressive sanctions.

Once a sub-recipient has completely executed its plan of correction to the satisfaction of the County, the County will send a letter to the sub-recipient indicating that all monitoring findings have been cleared.

Other Efforts Supporting Compliance

In addition to conducting formal monitoring, the County maintained vigilance over grant/contract-funded projects by:

- a. Routinely tracking receipt of and reviewing routine performance and fiscal reports and following up on identified issues, especially with regard to meeting performance goals;
- b. Routinely reviewing incident reports and entering information about unusual incidents into a database for purposes of identifying trends within a sub-recipient organization and also across the service delivery system to determine if follow-up action, the development of preventative strategies and/or training/technical assistance is indicated;
- c. On a quarterly basis, convening all program, fiscal and administrative staff that have interactions with, have information about or otherwise have involvement with sub-recipients, to exchange information and develop coordinated strategies to address identified areas of concern.

Actions to Reduce the Number of Persons Living Below the Poverty Level (Anti-Poverty Strategy)

The Department of Planning's anti-poverty goals are primarily to:

1. Provide emergency and short-term assistance to families and individuals in order to stave off poverty or prevent a deeper slide into poverty.
2. Prevent people from moving into poverty by improving education and job skills and expanding job opportunities.

The county allocated 14.87% of its CDBG award (15% is the maximum percentage allowable by federal regulations) to nonprofit groups and public agencies that provided direct services to low-income residents. This includes nonprofits that operated food pantries, provided youth services, employment training and counseling, day care, domestic violence programs, and homeless shelters. The county also helps to maintain homeless shelters and Head Start centers. More specific efforts undertaken by the County aimed at achieving these two goals are outlined below.

Goal 1: Preventing poverty and thwarting a deeper slide into poverty by providing emergency and short-term assistance. Projects funded by the Department of Planning that help to promote this include:

Catonsville Emergency Food Services which provides a food pantry and eviction prevention services that serves persons experiencing or at risk of homelessness.

Community Assistance Network which provides rental eviction prevention and mortgage foreclosure prevention, utility assistance, emergency assistance for food, clothing, prescriptions, transportation, budget management, landlord/tenant problems, relocation assistance, and referral assistance.

Episcopal Housing Services – Neighbor to Neighbor Project provides eviction prevention, utility assistance to low-income individuals in need of supports to maintain their housing.

Family Crisis Center – Victim Advocate Project which provides violence victims the support, resource and referrals, and agency services to assist in addressing the violence in their lives and deterring the potential for homelessness.

Rebuilding Together which provides funding for rehabilitation and emergency repairs to housing units to ensure sustainable, decent housing for residents in Baltimore County.

House of Ruth – Adelante Familia which provides comprehensive domestic violence intervention and prevention services to Latina families.

Turnaround which provides onsite counseling services, crisis intervention, advocacy and referral services to victims of domestic violence.

The Baltimore County Department of Social Services increases literacy levels/job readiness and helps individuals attain GEDs, diplomas, and jobs through its Young Parent Support Center. The Young Parent Support Center provides on-site child development classes for the children 0-3 years of age and coaching in positive parenting as well.

Comprehensive Housing Assistance, Inc. (CHAI) helps mostly older adults and immigrant members of the Millbrook neighborhood by providing social, recreational, and educational programming, counseling, social work and case management to increase the neighborhood's sustainability and ensure a suitable living environment for area residents.

Creative Kids, Inc, which has devoted community resource centers in Essex and Cockeysville, increases the scholastic performance of both adults and children and coordinates better utilization of programs and services within the county. The program provides communication between residents, management, and police, and strives to increase economic levels of residents. They focus on a decrease in crime indicators and mobility of residents.

Dundalk Youth Service Center, which provides quality mental health services and psycho-educational groups for youth and their families, provides a more accessible, suitable living environment in the County.

Heroes Helping Heroes which focuses on athletics, education, and volunteerism as the motivational tool for the at-risk young men involved in its afterschool mentoring program.

Lighthouse, Inc, which provides Teen and Adult Dialogue, clinical counseling services, and works to improve family life satisfaction.

ACE Learning Program: New Antioch Baptist Church provided tutorial and enrichment instructional programs designed to broaden the academic learning and experience of students K-12.

Limited Clientele Benefit Activities

Baltimore County implemented 24 limited clientele activities this program year. Of these activities, 9 did not exclusively benefit a presumed group listed at paragraph 570.208(a)(2)(i)(A). All nine were designed to benefit at least 51% low/mod based on family size and income. Whether funded subrecipient organizations served individuals falling under the “presumed benefit” category or not, each subrecipient was required to report monthly on the numbers and characteristics of clients served. To ensure that each funded activity benefiting those not “presumed” would still benefit at least 51 percent low/mod persons, DP provided all grantees with the HUD income table, adjusted for household size, at the beginning of the reporting period. Thus, subrecipients were able to document the eligibility of program participants even when they fell outside one of the categories of the presumed limited clientele low and moderate-income benefit.

In addition to DP review of the required monthly reports from the subrecipients, the Department of Planning conducted monitoring of the subrecipients throughout the year. This monitoring included a review of income eligibility and documentation through verifiable certification. All public service subrecipients are required (and did) serve no less than 70% low and moderate-income clientele annually.

The following is a list of Limited Clientele Activities funded with federal monies and undertaken by Baltimore County in FY 2015:

IDIS Activity #	Activity Name/Project Title	Presumed/Limited	HUD Criterion
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5004	Abilities Network, Inc. – Promising Futures for Families	PB - Homeless	570.208(a)(2)
5005	ACE: Learning Together Program at New Antioch Baptist Church	L - 51%; incomes documented through verifiable certification	570.208(a)(2)
5007	Baltimore County Department of Health – Shelter Nurse Program	PB - Homeless	570.208(a)(2)
5012	Baltimore County Department of Social Services - Young Parent Support Center	L - 51%; incomes documented through verifiable certification	570.208(a)(2)
5018	Casa de Maryland, Inc.	PB – Illiterate Adults	570.208(a)(2)
5019	CEFM Network - Emergency Assistance to Prevent Homelessness	L - 51%; incomes documented through verifiable certification	570.208(a)(2)
5021	Creative Kids – Community Resource Center - Cockeysville	L - 51%; incomes documented through verifiable certification	570.208(a)(2)
5022	Creative Kids – Community Resource Center – Essex	L - 51%; incomes documented through verifiable certification	570.208(a)(2)
5025	Dundalk Youth Services – Second Step Services for At-Risk Youth	L - 51%; incomes documented through verifiable certification	570.208(a)(2)
5029	FCC – Domestic Violence Emergency Shelter	PB – Battered Spouses	570.208(a)(2)
5027	FCC – Transitional House	PB – Battered Spouses	570.208(a)(2)
5028	FCC Essex Middle River Victim Advocacy Project	PB – Battered Spouses	570.208(a)(2)
5031	Heroes Helping Heroes - At-Risk Youth After School Enhancement Program	L - 51%; incomes documented through verifiable certification	570.208(a)(2)
5033	House of Ruth - Adelante Familia	PB – Battered Spouses	570.208(a)(2)
5035	INNterim House Transitional Program	PB – Homeless	570.208(a)(2)
5036	INNterim Housing - Gardens	PB – Homeless	570.208(a)(2)
5037	Jewish Community Services - Homeless Services Prevention/Support Services	L - 51%; incomes documented through verifiable certification	570.208(a)(2)
5040	Lighthouse, Inc – Counseling for at-risk youth and families	L - 51%; incomes documented through verifiable certification	570.208(a)(2)
5042	Night of Peace Family Homeless Shelter	PB – Homeless	570.208(a)(2)
5063	ESG13 – Baltimore County, Rapid Rehousing	PB – Homeless	570.208(a)(2)
5062	ESG13 – Baltimore County, Emergency Shelter	PB – Homeless	570.208(a)(2)
5046	Turnaround – Emergency and Transitional Shelter	PB – Battered Spouses	570.208(a)(2)

5047	Turnaround, Inc Trauma Therapy - Counseling for Victims of Domestic Violence	PB – Battered Spouses	570.208(a)(2)
5048	YWCA of Greater Baltimore Area, Inc – Arbutus Permanent Supportive Housing	PB – Homeless	570.208(a)(2)

HOME Investment Partnerships Program

The County has instituted a homeownership assistance program by utilizing HOME Program funds to provide first-time homebuyer's assistance through a Settlement Expense Loan Program (SELP). This program is an effort to encourage first-time homebuyers to consider homeownership in existing residential communities in Baltimore County by providing settlement expense loans of \$1,000 to \$10,000 to income-eligible families. During the reporting period, the program was administered by four (4) community-based non-profit organizations in over twenty four (24) eligible communities. During the reporting period assistance was provided to twenty two (22) first-time homebuyers in several Baltimore communities.

Community Housing Development Organizations (CHDO's) have created housing opportunities for very low and low-income households and expanded the supply of community-based, non-institutional housing for populations with special needs. Currently, Baltimore County has two (2) designated CHDO's that have continued to seek other sources of funding to expand affordable and supportive housing. Baltimore County expended \$1,948,752 this fiscal year and \$402,125 has been allocated for activities undertaken by CHDOs. The HOME Program requires that at least 15% of a PJ's annual HOME Program appropriation be set-aside for CHDOs. The County also provided HOME-funded CHDO operating support for two CHDOs: Dundalk Renaissance Corporation and Episcopal Housing.

These activities are in direct support of the priorities that are identified in Baltimore County's Consolidated Plan. With the exception of direct funding for homeless facilities and support activities, which is not an allowable activity under the HOME Program, all priorities identified in Baltimore County's Consolidated Plan have been addressed by utilizing HOME Program resources. The distribution of funding resources in support of the Consolidated Plan objectives demonstrates that while very low-income households, families at or below 30% of area median income continue to need assistance with housing costs, new opportunities for first-time homebuyers have also been provided. The HOME Program has proven to be an effective resource in assisting Baltimore County to meet its Consolidated Plan objectives and serve its citizens.

HOME Funds Distribution

Baltimore County used HOME funds only for eligible activities and costs (as described in 24 CFR 92.205 through 92.209) and did not use HOME funds for any prohibited activities (92.214).

Contributions Made

A report on match contributions—HOME Match Report, HUD-4107—is included at the end of the report. This report is for the period covered by the Consolidated Plan Program Year and

complies with Consolidated Plan provisions to indicate resources from private and non-Federal resources. Although the requirement for matching contributions is based on the Federal Fiscal Year, this report is modified to indicate the PJ's program year as indicated.

Match Compliance

Normally, the match requirement for the HOME program is 25% of each annual allocation from non-federal sources to be expended on the development of affordable and supportive housing. Under normal circumstances Baltimore County's match requirement is calculated in accordance with 24 CFR 92.218 as amended and consists of revenue bonds, cash, and tax savings from negotiated tax agreements with developers of affordable housing. For Fiscal Year 2015, the County is not required to make match contributions for any HOME funds drawn down from the U.S. Treasury for project costs during the CAPER period as per the "Opportunity for HOME Match Relief Due to Major Disaster FEMA – 4038 – DR- Maryland Remnants of Tropical Storm Lee. Therefore, Baltimore County's HOME Matching Liability for the fiscal year is \$0.

Desk Audits

Desk audits were conducted annually for all existing HOME assisted rental projects that are currently in leased-up status. Information requested from each rental project includes: organization's current Certificate of Good Standing, current financial independent audit report, tenant waiting list(s), affirmative marketing plan, payment of real property taxes, security deposit account, and replacement reserve account, copies of any written correspondence between owner and/or property manager and tenant, written selection policy and copy of the rent roll. Information received is reviewed to confirm that the rents charged and tenant incomes met the established HOME guidelines.

Site Monitoring

HOME site monitoring was conducted at six (6) HOME-assisted rental projects. Monitoring of tenant files reviewed and confirmed the following: leases were current, HOME lease addendum(s) were in the file. Also verified and documented - income, current written correspondence from management to the tenant, information to tenants regarding rules of residency and documentation regarding owners unit inspections.

All existing HOME assisted projects received HQS inspection, desk audits, and were reviewed by Department of Planning staff. Site monitoring was conducted for six HOME-assisted rental projects – Lansdowne Gardens Apartments, Greens at Logan Field, Weinberg Village 5, Greens at English Consul, First Journey and Warren Place.

Monitoring Results

Results reported below combine both desk audit and site visit findings.

HOME-assisted projects – In total, six (6) rental projects were in compliance (Lansdowne Garden Apartments, First Journey, Weinberg Village 5, Greens at Logan Field, Greens at English Consul, Warren Place and Penn-Mar). Day Village apartments was not in compliance and has recently come under new management. The new management company has requested

technical assistance from our staff. Baltimore County is working with them to achieve compliance.

Inspection Results

Baltimore County has made a number of efforts to improve its monitoring procedures and to implement an HQS inspection protocol for HOME-assisted units. Housing that is constructed or rehabilitated with HOME funds must meet all applicable local codes, rehab standards, and ordinances at the time of project completion. Further, an owner of rental housing assisted with HOME funds must maintain the housing in compliance all applicable state and local housing standards and code requirements.

All units receiving assistance under the Settlement Expense Loan Program (SELP) received a full HQS inspection prior to closing on a loan. Inspectors are pre-qualified and trained on the HQS requirements of the SELP program and placed on a list. First-time homebuyers utilizing the SELP program must choose an inspector from this list to inspect the unit prior to settlement. If the unit fails any aspect of the inspection, then the seller must correct those deficiencies before the loan can be approved.

During FY 2015, Baltimore County also conducted HQS inspections of rental properties that were assisted with HOME funds, including properties occupied by TBRA Voucher holders. Results of those inspections revealed varying conditions, although most deficiencies were minor. HQS inspections have usually been done in the 4th quarter of the fiscal year. All work must be approved by the Housing Inspector prior to any disbursements being made. On-site monitoring also includes examination of affordable rental housing roles to verify affordability information on rents and incomes submitted by owners.

The HQS inspections and on-site monitoring were conducted at the following rental properties:

<u>Name</u>	<u># of Home Assisted Units</u>	<u>Monitoring Date</u>
River's Crossing	35	March
Lansdowne Garden Apartments	55	December
Weinberg Village IV	20	February
Weinberg Village V	20	February
Arc of Baltimore	12	March
Mosaic	36	March
Aigburth Vale	6	February
Cove Point	20	June
Day Village	20	March
Essex town (Rivers Gate)	10	March
Warren Place	6	January
Portside Apartments	55	December
Penn-Mar	11	March
Hollins Ferry Sr. Housing	20	February
First Journey	25	March
Parkview at Woodlawn	10	February
Greens at Rolling Road	20	April

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Cherrydale (AIRS)	4	January
Parkview at Catonsville	11	March
Greens at Liberty	10	December

Tenant Based Rental Assistance Programs (TBRA)

Six (6) families were assisted this year. TBRA has been used to provide rental assistance to households to two distinct groups. Households being displaced as a result of private re-development, people at-risk of becoming homeless and households experiencing homelessness have been assisted with HOME-funded TBRA Vouchers.

In FY 2015, the two types of TBRA programs: 1) Housing First/ Housing First- CHANGE available to serve homeless low-income families living in emergency shelters and transitional housing facilities; and 2) Senior TBRA.

Housing First: This is a 24-month program. Client must be a current resident, work or go to school in Baltimore County and is homeless or facing homeless circumstances. Every person in the household over the age of 18 must be employed at a minimum of 30 hours per week or in school/education that will result in employment during the 24 month period. The program is geared toward families, though individuals are considered. The amount of the voucher is determined by a formula that takes into account family size, income, and certain expenses, and varies from family to Family. Baltimore County Department of Planning makes its portion of the payment directly to the Landlord. Baltimore County **may** also in certain cases pay the entire Security Deposit on the client's behalf. This is decided on a case-by-case basis. The client is responsible for paying their assigned portion of rent on time each month. Near the end of the first year's lease Baltimore County will conduct a re-certification of the client, collection new updated information. At the end of 24 months all payments by the County will cease and the full payment responsibility will then on the client

CHANGE: 12-month program. Client must be a current resident, work or go to school in Baltimore County and is homeless or facing homeless circumstances. While employment is not a requirement of this program the client must have sufficient income through social services, or social security, disability etc to pay their portion of the rent on time each month. The amount of the voucher is determined by a formula that takes into account family size, income, and certain expenses, and varies from family to Family. Baltimore County Department of Planning makes its portion of the payment directly to the Landlord. Baltimore County **may** also in certain cases pay the entire Security Deposit on the client's behalf. This is decided on a case-by-case basis. The client is responsible for paying their assigned portion of rent on time each month and the client is responsible for the entire rent when the 12 months is complete.

SENIOR TBRA: This is a 24-month program. Client must be a current resident, work or go to school in Baltimore County and is homeless or facing homeless circumstances and be over 65 years of age. The amount of the voucher is determined by a formula that takes into account family size, income, and certain expenses, and varies from family to Family. Baltimore County Department of Planning makes its portion of the payment directly to the Landlord. Baltimore County **may** also in certain cases pay the entire Security Deposit on the client's behalf. This is decided on a case-by-case basis. The client is responsible for paying their assigned portion of

rent on time each month. Near the end of the first year's lease Baltimore County will conduct a re-certification of the client, collection new updated information. At the end of 24 months all payments by the County will cease and the full payment responsibility will then on the client.

Multifamily Development

During FY 2015, one senior rental project (Chapel Springs in Perry Hall) was completed during this funding period. One family rental housing project is completed (Hollins Station Townhomes in Lansdowne). Episcopal Housing Community Development Corporation's (CHDO) twelve (12) Single Room Occupancy efficiency apartments for chronically homeless men, located at 8720 Philadelphia Road in the Rosedale community of Baltimore County is completed as well.

Settlement Expense Loan Program (SELP)

As a continued effort to create additional affordable housing, we continue to provide homeownership opportunities for families and individuals through our first time homebuyers program. Through the efforts of four housing counseling groups (Southeast Community Development Corp., Diversified Housing Development Corporation, Neighborhood Housing Services of Baltimore, Inc. and Harbel Housing Partnership) approximately 2,700 households received homebuyers education and housing counseling services in order to meet the eligibility requirements of the SELP programs.

Diversified Housing Development increased access to homeownership and decent housing for 1460 households by providing closing cost loans, housing counseling, and homebuyers' education for income eligible first-time homebuyers. Eleven (11) first time homebuyers received closing cost loans.

Harbel Community Partnership increased access to homeownership and decent housing for 874 households by providing closing cost loans, housing counseling, and homebuyers' education for income eligible first-time homebuyers. Two 27) first-time homebuyers received loans.

Neighborhood Housing Service of Baltimore, Inc . provided increased access to homeownership and decent housing for 200 households by providing closing cost loans for low-income, first-time homebuyers as well as homebuyers education classes for income eligible first-time homebuyers. Five (5) first-time homebuyers received loans.

Southeast Community Development Corporation increased access to homeownership and decent housing for 147 households by providing closing cost loans, housing counseling, and homebuyers' education for income eligible first-time homebuyers. Four (4) first time homebuyers received closing cost loans.

Assessment of Affirmative Marketing Efforts in HOME Assisted Projects

During FY 2015, the County's efforts to affirmatively market its housing programs met with some success. The County has done well in marketing its home ownership programs to minorities. More than 50% of those receiving homebuyers' education and housing counseling were African American. Seventy percent of those receiving HOME-funded Settlement Expense Loans funds were minorities. Forty eight percent of owner occupants receiving CDBG-funded rehab loans or emergency grants were African American. According to the 2005 American Communities Survey minorities comprise approximately 30% of Baltimore County's total population. Based on these percentages, we have achieved success in affirmatively marketing home ownership programs.

Information regarding available units was disseminated to the following for the Greens at Logan Fields and Greens at English Consul, both projects were new construction: Department of Aging, Baltimore County Health and Human Services, Baltimore Housing, Telephone inquiries, A Place for Mom, Rent.com, MyNewPlace.com, ApartmentCities.com, Rentlinx.com, GoSection8.com, Craigslist, MDHousingSearch.org, Google Ad Words Campaign, Habitatamerica.com, Forrent.com, After55.com, Catholic Review, FATA (churches newsletter), The Capital Gazette, Pennysaver, The Beacon, Dundalk Eagle, The Avenue, East County Times. Advertisements were placed in local community papers, Baltimore County Department of Health and Human Services, and Baltimore County Housing. Project is close to completion and more advertising will occur post completion as units become available.

During FY 2015, the County funded 6 Tenant Based Rental Assistance (TBRA) vouchers. Of these 6 vouchers, four (4) were African-American, one (1) was white and there were no other. HOME funds designated to the Senior TBRA program assisted 1 white senior household. TBRA vouchers were mostly used to assist homeless people to acquire permanent rental housing. One program serving homeless families, Housing First - CHANGE provided TBRA vouchers to 5 households. Of these, 4 were African-American and one was other. Of the total 6 TBRA vouchers provided during FY 2015, 66% were provided to black or African-American households. The table below illustrates the distribution of TBRA vouchers in FY 2015.

Project Name	Number of Units	Black	White	Other
Senior Program	6	1	5	0
Housing First	52	40	10	2
CHANGE	26	22	3	1
BRIDGE	42	40	2	0
Totals	126	103	20	3

Assessment of Outreach to Minority-Owned and Women-Owned Businesses

The County has established practices to maximize participation by minorities and women in contracts that use public funds, including local, state, and federal sources. The Office of Fair

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Practices has established the Minority Business Enterprise Office to provide information to minority, women and disabled-owned businesses regarding procurement opportunities, preparing of business and marketing plans and financial information. With the inclusion of professional services and more realistic overall goals, Baltimore County Government is committed to providing greater opportunities for participation by minority, women and disabled-owned businesses.

The Department of Planning in collaboration with the Baltimore County Purchasing Division held an exhibition for upcoming real estate projects. The Developers Meet and Greet was a County endeavor to achieve its minority participation goals. The purpose of this event was to provide a venue for developers to share and engage in business discussions with the local minority-owned (MBE), women-owned WBE and other small businesses with potential upcoming subcontracting opportunities and requirements. Potential subcontractors came prepared with a one-page capability statement outlining the company's contact information, past government or commercial experience in the field of expertise, licenses and/or certifications obtained NAICS code with description: 238910 – MBE/DBE/SBE – SITE Preparation Contractors.

In addition to those activities listed above as occurring during the FY 2015 Action Plan period, the following Baltimore County MBE Programs were available:

- Minority Business Enterprise (MBE) Directory - A directory for selecting certified women and minority businesses to utilize on projects.
- Purchasing (other than construction) - Contracting with the county for the purchase of goods and services.
- Construction Contracts (Public Works) - Construction contracts that have a bid amount of \$50,000 or more. The goal for minority businesses is 10 percent and 2 percent for women owned business. However, the goal for federally funded contracts is 15 percent for minority owned businesses and 2 percent for women owned businesses.

Minority and women-owned businesses that wish to participate in the Public Works MBE program must be certified by one of the following:

- Maryland Department of Transportation (MDOT) 410-865-1269
- Baltimore City Certification 410-396-4355

Contractors who wish to bid as general contractors must be pre-qualified through Baltimore County's Construction Contracts Administration Division.

Engineers and architects who wish to be considered for work with Baltimore County should refer to the Professional Services Selection for prequalification information.

The MBE office holds a series of informational workshops and seminars to assist small and minority owned businesses.

In keeping with its goal of increasing opportunities for minority, women and disabled-owned business enterprises, Baltimore County has established the Minority Business Enterprise Commission. The purpose of the Commission is to advise the Baltimore County Executive on ways to increase opportunities for participation by minority, women and disabled-owned business enterprises in the County's procurement process.

The duties and responsibilities of the Commission are to:

- Examine the various aspects of the County's procurement procedures to determine if there are barriers, which may deny equal access and opportunity to minority, women and disabled-owned businesses to compete for County's procurement contracts.
- Conduct surveys and studies concerning the County's procurement policies, utilization of minority, women and disabled-owned businesses and conditions of problems as determined by or as directed by the County Executive.
- Review and recommend changes in existing rules, regulations and practices and if necessary propose new legislation pertaining to the purchase of commodities and services.
- Receive complaints from aggrieved parties, conducts hearings as appropriate to resolve such complaints and submit their findings and recommendations to the County Executive or designee for consideration and action.
- Review proposals of vendors and County staff regarding changes in the MBE program and provide recommendations on such changes.
- Sponsor workshops and seminars for MBE/WBE's on how to do business with Baltimore County and other topics designed to make such businesses more competitive in the County's procurement process.

Leveraging Resources

Public Resources

Baltimore County continued working with the Maryland Department of Housing and Community Development, the State's financing agency, to provide local funding and support for State-funded projects within the county. The County's program to provide assistance to first-time homebuyers works in tandem with state mortgage loans as well. The County delegated over \$27 million in bond authority to the State of Maryland to issue mortgages under the Maryland Mortgage Program. The County is a Maryland State Level II Authority and originates and approves single-family rehabilitation loans under the Maryland Rehabilitation Loan Program. This past year, the County supported no MHRP Loans. The County also used an allocation of \$358,510 of Lead Hazard Reduction Program funding to reduce lead hazards in 18 units.

Private Resources

The County continues outreach to local banks and lending institutions to expand community reinvestment activities; both participate in our Settlement Expense Loan Program. They agree to companion their first mortgage products with our SELP loans and also participate on the boards of directors of our nonprofit housing organizations. In FY 2015, approximately \$2.7 million in first mortgages were leveraged due to our investment in closing cost loans for income-eligible first-time homebuyers.

HUD-leveraged Resources and Matching Grants

Supportive Housing Program funds and Shelter Plus Care funds were part of Baltimore County's Continuum of Care services addressing the needs of the homeless and totaling \$2,7 million in funding. Baltimore County more than covered its ESG match requirements which were generated from Baltimore County's Community Development Block Grant (\$3,356), other federal funds (\$415,238), state (\$33,780) and private funds (\$57,967). The following ESG grants were matched with above funds: Family Crisis Center – Emergency Shelter, Prologue, Saint Vincent de Paul Rapid Rehousing and Episcopal Housing Rapid Rehousing.

Public Participation Process

Consolidated Annual Performance and Evaluation Report (CAPER)

The CAPER presents an assessment of activities and accomplishments by Baltimore County in the use of its annual entitlements of CDBG, HOME, and ESG funds during the prior fiscal year ending June 30. Completion of each annual CAPER is required by HUD to be submitted for review by or before September 28 of this year for the prior fiscal year. Its review allows HUD to assess the County's administrative capacity to effectively utilize its federal entitlements in order to achieve its Consolidated Plan goals and objectives in compliance with the primary statutory objectives of providing decent housing and a suitable living environment for its low and moderate income residents. The CAPER also includes objective measurement of performance against numeric five-year targets for affordable housing and community development activities as identified in the Consolidated Plan.

Regulatory Requirements

The regulations at 24 CFR 91.105 require the following citizen participation aspects in regards to the CAPER:

- The citizen participation plan must provide citizens with reasonable notice and an opportunity to comment on performance reports that is not less than 15 days. The plan must state how reasonable notice and an opportunity to comment will be given.
- The citizen participation plan shall require the jurisdiction to consider any comments or views of the citizens received in writing or orally. A summary of these comments or views, if any are received, is attached to this performance report.

Citizen Participation Process for the CAPER

In developing each CAPER, opportunity for public involvement is provided through solicitation of public review and comments. The draft CAPER is made available for public review in all

County libraries and on the Baltimore County website at www.baltimorecountymd.gov/agencies/planning. Written comments received during the 15-day public comment period are recorded and evaluated with results incorporated as appropriate into the final CAPER. A written summary of comments and responses is included within the CAPER and submitted to HUD. The 15-day public comment period began on September 10, 2015 and concluded on September 25, 2015 at 9:30 a.m. **No written comments** were submitted during the public comment period and, therefore, no written summary of comments and responses has been included with the September 28 submission.

Self-Evaluation

Progress

Baltimore County's progress in meeting the priority needs and specific objectives identified in the Consolidated Plan and annual action plan is significant. The county has taken steps to ensure that the various communities' visions are carefully considered and, with County resources, realized. The county's progress can best be determined by evaluating its work through the framework of its statutory objectives: decent housing, a suitable living environment, and expansion of economic opportunities. A discussion of whether each of these major goals is on target will be included.

Evaluation by Objective

Decent Housing

The County puts forth a multi-faceted effort to ensure that decent housing is accessible to its citizens. It has also allocated **14.87%** of its CDBG award and subsequent program income to nonprofit groups and public agencies that provided direct services to low-income residents. The County's fulfillment of the Decent Housing objective can be discussed through its more specific tenets of assisting the homeless to obtain affordable housing, assisting persons at risk of becoming homeless, retaining the affordable housing stock and increasing its availability, increasing the supply of supportive housing, and providing housing close to job opportunities.

Assist homeless persons to obtain affordable housing.

The County's transitional housing programs all assist in locating permanent housing, including Turnaround, Inc, the Family Crisis Center of Baltimore County, and INNterim Housing. Tenant Based Rental Assistance provided rental assistance to help homeless families and individuals obtain and sustain permanent housing.

Assist persons at risk of becoming homeless.

There are many assistance projects that deal with homelessness prevention. The County continues to support programs like The Community Assistance Network, Catonsville Emergency Food Ministry, and Jewish Community Services which provide emergency rental eviction prevention and short-term assistance. The County has also continued its partnerships with many organizations, like Lazarus' Caucus, the Baltimore County Communities for the Homeless, Prologue, UCANN, and ACTC to increase county funding for homeless prevention. The Department of Planning, in particular, meets with churches and other groups to encourage

homeless prevention advocacy and participation in the Homeless Management Information System (HMIS) in order to collect countywide data on prevention.

Retain the affordable housing stock and increase its availability.

Baltimore Neighborhoods, Inc works to promote fair and equal choice in housing and address discrimination complaints. Rebuilding Together Baltimore, Inc. assists low income homeowners with repairs and improvements through its volunteer programs to maintain existing housing stock in older communities. The Housing Opportunities Single Family Rehabilitation Loan and the Emergency Repair Grant Program assists low to moderate income homeowners with loans and grants to bring their properties up to code and to eliminate hazardous conditions. The County's Housing Accessibility and Modification Program works to increase the stock of accessible rental housing in Baltimore County while developing awareness among landlords and property owners of the need for accessible housing. Further, the County has required developers of affordable housing receiving gap financing through the County to set aside accessible units specifically for persons living with a disability. Ideally, making affordable housing for people with special needs will be characterized as a sensitivity and awareness issue that eventually leads to an increase in availability. The County is also increasing availability through the Settlement Expense Loan Program, and through Community Housing Development Organizations and other nonprofit housing developers that create housing opportunities for very low and low-income households in targeted neighborhoods. During FY 2015, nonprofit development entities worked on increasing or preserving affordable housing stock in Dundalk, Lansdowne, Essex, and Perry Hall.

Increase the supply of supportive housing.

YWCA, Associated Catholic Charities, The ARC of Baltimore, Emerge Inc, Jewish Community Services, Penn-Mar Organization, Prologue, Inc and other disabilities projects improved residential access to supportive living opportunities and/or in homes through accessibility renovations. CHDOs and other nonprofit development entities expanded the supply of community-based, non-institutional housing for populations with special needs.

Suitable Living Environment

The County also works extremely hard to provide citizens with a suitable living environment. The County's fulfillment of the Suitable Living Environment objective can be discussed through its more specific tenets of improving the safety and livability of neighborhoods, increasing access to quality public and private facilities and services, reducing the isolation of income groups within areas through spatial deconcentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods, restoring and preserving properties of special historic, architectural, or aesthetic value, and conserving energy resources.

Improve the safety and livability of neighborhoods.

Public Works has developed a system to identify pavement safety deficiencies through accident analysis, skid monitoring, and geometric assessment; established a program for neighborhood traffic management that allows communities to petition for traffic calming devices; established a Bridge Inspection Program for preventive maintenance; and utilized traffic accident/safety assessment to reduce accidents and increase sense of security. These efforts make for a safer community where people comfortable living.

Increase access to quality public and private facilities and services.

Abilities Network, Creative Kids, Inc., ACE: Learning Together Program, the Deltas Research and Educational Foundation, Dundalk Youth Services, and Heroes Helping Heroes work to increase the scholastic performance of hundreds of adults and children and/or coordinate better use of programs and services within the county. Referrals to daycare, alcohol and drug counseling, transportation, and many other services were provided by almost all of our homeless and support services providers.

Expanding Economic Opportunities

Economic influence is usually a byproduct of the Department of Planning's work. The tenets of this objective that best describe what the Office provides are jobs resulting from carrying out activities under programs covered by the plan and empowerment and self-sufficiency for low-income persons to reduce generational poverty in federal assisted housing and public housing. While there is currently no measure in place for determining exactly how many jobs result from the activities of the Office, job training and empowerment and self-sufficiency for low-income persons are provided through CAN, Jewish Community Services, and DSS Young Parent Support Center.

A better measure of the County's effort to create and retain jobs and increase business development lies with the Department of Economic Development and their Office of Employment and Training. Aforementioned programs that work to improve the commercial outlook of the county are Baltimore County's Commercial Revitalization Program, the Baltimore County Executive's Advisory Board for Higher Education (EAB), and the several loan programs in place to help businesses expand and grow, including the Business Improvement Loan Program, Small Business Loan Fund, Revitalization Advantage program, Economic Development Revolving Loan Fund, High Technology Loan Fund, and Tax Exempt Bonds. These programs, with the guidance of the Baltimore County Workforce Development council really help to develop a skilled workforce in response to local needs. Given today's tight labor market, workplace training is critical to continued success and is a valuable retention tool. In some situations, BCOET invests funds to offset the extraordinary costs of training new employees. BCOET also assists businesses in identifying appropriate training vendors who can deliver workplace-training programs for new and existing employees. Students also participate in a program that integrates work-based activities with academics so they can make informed choices and develop the educational and skill set foundation to prepare for their career. Job shadowing opportunities are also available so that students gain "hands on" knowledge of careers that interest them.

Plans for the Future

Although Baltimore County has made exceptional progress this year, there are a few goals that the County was unable to achieve. Those goals, combined with plans for program expansion and improvement, comprise some of the future objectives of the County. Baltimore County is focusing on increasing the number of affordable housing units for families and people with disabilities as well as increasing the number of affordable rental housing in areas of opportunity. The Baltimore County Department of Planning is working to increase its coordination with the Housing Choice Voucher Program to align priorities and examine payment standards in areas of high opportunity.

Baltimore County continued its implementation its 10-Year Plan on Homelessness. As part of this effort, the County undertook a business process analysis of homeless services; is making plans to construct two new shelters (one for single men and one for families); and placing increased emphasis on and funding into the delivery of homeless services. In Fiscal Year 2015, the County continued its significant general fund commitment to services for the homeless or those at-risk of homelessness.

Barriers to Fulfilling Strategies

In addition to the individual challenges that may confront a handful of subgrantees in their efforts to deliver services that are described in the Status section, a continued barrier in Baltimore County has been community opposition to development in general and affordable rental housing for families, in particular.

The County has been working with the ABCD Network on its “Consider the Person” campaign to educate citizens about the beneficiaries of affordable housing to dispel myths and challenge stereotypes. This campaign will be done in partnership with the Baltimore Metropolitan Council’s Opportunity Collaborative.

Impact on Identified Needs

A community needs survey identified the most serious housing problems facing Baltimore County to be:

- rental housing,
- houses being on the for sale market for a long period of time,
- decreased property value, and
- vacant houses.

By working to make neighborhoods more livable and sustainable, the Department of Planning hopes to simultaneously eradicate these housing problems. Clearly they cannot be fixed in a year’s worth of work, but by supporting programs like scattered site housing that reduce the isolation of income groups and the elderly, fewer and fewer neighborhoods will be viewed as undesirable and property values will react accordingly. Revitalization of rental-dominated communities, through rehabilitation and support services, should also make those neighborhoods more viable. Aforementioned programs like the Settlement Expense Loan Program, the Incentive Purchase Program, the Maryland Mortgage Program, the Payment in Lieu of Taxes Program, the CDBG program to fund single-family rehabilitation, and the State of Maryland’s Housing Rehabilitation Program are all being utilized to increase home-buying and maintaining capacity. These efforts, combined with the efforts of the Department of Economic Development to increase economic opportunity and the Public Works to improve infrastructure and subsequently safety, will hopefully lead to systemic change that boosts the housing value and selling power of all Baltimore County communities.

A point in time study to assess homeless needs identified a high need for:

- child care assistance and other programs that provide job training and employment opportunities;
- programs for homeless veterans;

- health care, mental health care and substance abuse counseling,
- outreach and services for the elderly homeless population, and
- emergency shelters, job training, substance abuse treatment, housing placement, and help for the seriously mentally ill.

This CAPER has demonstrated throughout a commitment by the Department of Planning to fund homeless programs that not only give the homeless a bed but also provide the support services necessary for independence and a move to permanent housing. The County's numerous shelters, almost without exception, provide different forms of education and job training, substance abuse treatment, counseling, and housing placement. There are several shelters and non-shelter centers that provide support for domestic violence victims, the mentally ill, and substance abusers. The County is working to increase services to homeless children through an early childhood education program at the County's Eastside Family Homeless Shelter. The Westside Men's Shelter focuses on single men providing educational opportunities, management for substance abuse problems and disabilities, and help becoming gainfully employed.

Non-housing community development needs identified were improvement of neighborhood facilities, parks and recreation facilities, and water, street, and sewer improvements. The integration of traffic studies into planning and designing new facilities, the development of a system to identify pavement deficiencies, the establishment of a computerized maintenance management system to identify road maintenance, and a program for neighborhood traffic management have all made the streets a safer place to drive. Finally, the Department of Public Works is working to increase the frequency of cleaning storm drains and inlets to improve drainage system reliability during storms.

Indicators

Indicators for results can best be drawn from identified needs: home sales, property values, improved rental housing, availability of childcare, and the presence of job training, counseling, and services for the homeless.

Unfortunately, due to the foreclosure crisis, both median and average sales price for all forms of housing have declined. Economic indicators are important for the County as a whole but cannot fairly be utilized to measure the Department of Planning's work. Creation and retention of jobs, along with increased development, are ideal byproducts of the Department's work but rely on so many tangential factors that the presence of job readiness training, eviction prevention assistance and education programs are really the best indicators as far as aiding the homeless or those at-risk of homelessness is concerned. Along with these programs, childcare must be in place to let working parents attend their jobs, and substance abuse counseling must be offered to make sure that they keep them. Earlier sections of this report emphasize the Department's strong concentration of support services and centers.

Activities and Grants

Status of Grant Programs

The FY 2015 Community Development Block Grant Program progressed according to schedule

and was coupled with additional state and county funds to support an array of grant programs impacting the citizens of Baltimore County. About half of the funded programs served numbers higher than originally anticipated. A number of programs achieved their anticipated numbers exactly and the remainder fell below projections. One program, Abilities Network –Promising Futures, served nearly three times its anticipated numbers. Two programs, Academic Center for Excellence (ACE) and INNterim House, served nearly two times its original projections. Five programs served nearly one and half times there originally projected numbers. These programs were: Casa de Maryland, Episcopal Housing, Family Crisis Center Transitional Housing, INNterim Gardens, and Turnaround Emergency Shelter. The following served between 100-130% of their projections: Baltimore County Health Department Shelter Nurse, Creative Kids Essex, Dundalk Youth Services Center, Family Crisis Center Victim Advocate, Heroes Helping Heroes, Jewish Community Services Homeless Prevention, Lighthouse, Turnaround Trauma Therapy, and the YWCA.

The following three public service programs fell below their projected numbers – Department of Social Services Young Parent Support Center served only 54% of their projected numbers, Creative Kids Cockeysville served only 26% of original projections, and House of Ruth Adelante Familia served 88% of their projected clients. The Department of Social Services lost a staff person in August 2014 and was unable to fill the position during the fiscal year. Creative Kids Cockeysville decided to concentrate its efforts on the 35 youth enrolled in the afterschool program and did not capture statistics on any other outreach efforts as they had in years past.

Five homeless service programs fell shy of their goals: Catonsville Emergency Food Ministries served 55%, Family Crisis Center Emergency Shelter served 89%, Night of Peace Shelter served 63%, Prologue, Inc served 92% and Saint Vincent de Paul Rapid Rehousing served 87%. Catonsville Emergency Food Ministries tightened up its procedures for counting individuals rather than instances of service resulting in a fairly significant drop in distinct individuals recorded. Night of Peace has not yet submitted its annual statistical performance report to explain the drop in numbers. As of January, they had served 95 individuals and were on their way to meeting their 180 goal, but in the last six months of the year they only served just under 40 new individuals.

Two housing project were not able to meet their expected goals as stated in the Annual Action Plan - the Housing Opportunities Single Family Rehabilitation Program and Rebuilding Together. Originally expected to serve approximately 80 households, the Single Family Rehabilitation project only served 50 due to changes in the environmental review procedures. These changes placed a hold on new projects while the new processes were instituted. In the case of Rebuilding Together, the organization was only able to serve 13 of the original 20 houses expected. The organization had difficulty finding qualified, eligible households in the target neighborhood. In 2016, Rebuilding Together will be moving to a different neighborhood and hoping to work more closely with community leaders to identify eligible homes for assistance.

Activities on Schedule and On Target to Meet Major Goals

All activities (other than those mentioned above) are on schedule and expected to meet major goals.

Timeliness of Grant Disbursements

All disbursements are timely.

Actual Expenditures v. Letter of Credit Disbursements

Actual expenditures do not differ substantially from letter of credit disbursements.

Adjustments/Improvements to Strategies/Activities to Meet Needs More Effectively

As demonstrated throughout this narrative, Baltimore County is constantly making adjustments to respond to activities that may not be meeting their initial goals. Through a combination of technical assistance and review of programmatic efforts, Baltimore County supports those efforts having difficulty meeting expected goals as well as those efforts may need additional assistance due to high levels of success in meeting their goals, thereby creating increased demand.

Geographical Distribution and Location of Investments

With 640 square miles, Baltimore County is one of Maryland's largest and most populous counties with a population that is growing increasingly diverse. About 90 percent of Baltimore County citizens reside within the area served by public water and sewer in the neighborhoods ringing Baltimore City. These older communities have a decidedly urban feel, with the remaining 10% of the populace living in the more rural northern portion of the county. The vast majority of projects funded through the Department of Planning (DP) are located in our older communities with aging housing stock, more ethnic and racially diverse neighborhoods, and more low to moderate income communities. The attached maps show the cluster of programs funded by DP in FY2015 with the majority located in the central and southern portion of the County ringing Baltimore City.

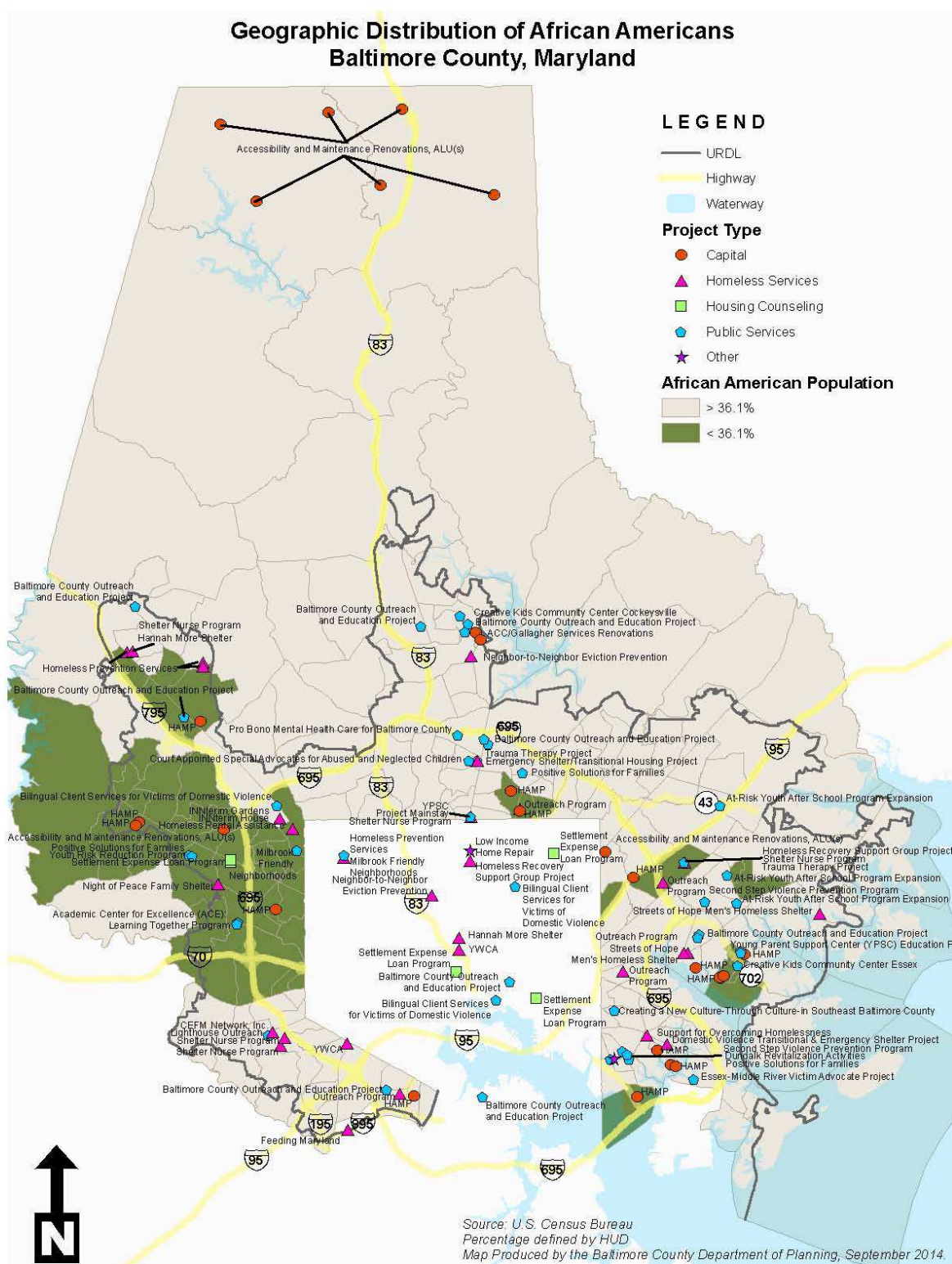
Although DP works throughout the County's older and more urban areas to preserve, stabilize and enhance the human, physical and economic condition of the County's urban communities, the Department of Planning placed particular emphasis on services and planning in areas of minority concentration, including Woodlawn, Randallstown, East Towson, and Turner's Station. Through a diverse set of programs and community partners, DP primarily focused its efforts on affordable housing needs, housing rehabilitation and repair programs, home ownership-counseling programs, homeless programs, and community support activities. Throughout the County, the Department of Planning funded infrastructure improvement projects and efforts to remove architectural barriers for our citizens living with a disability.

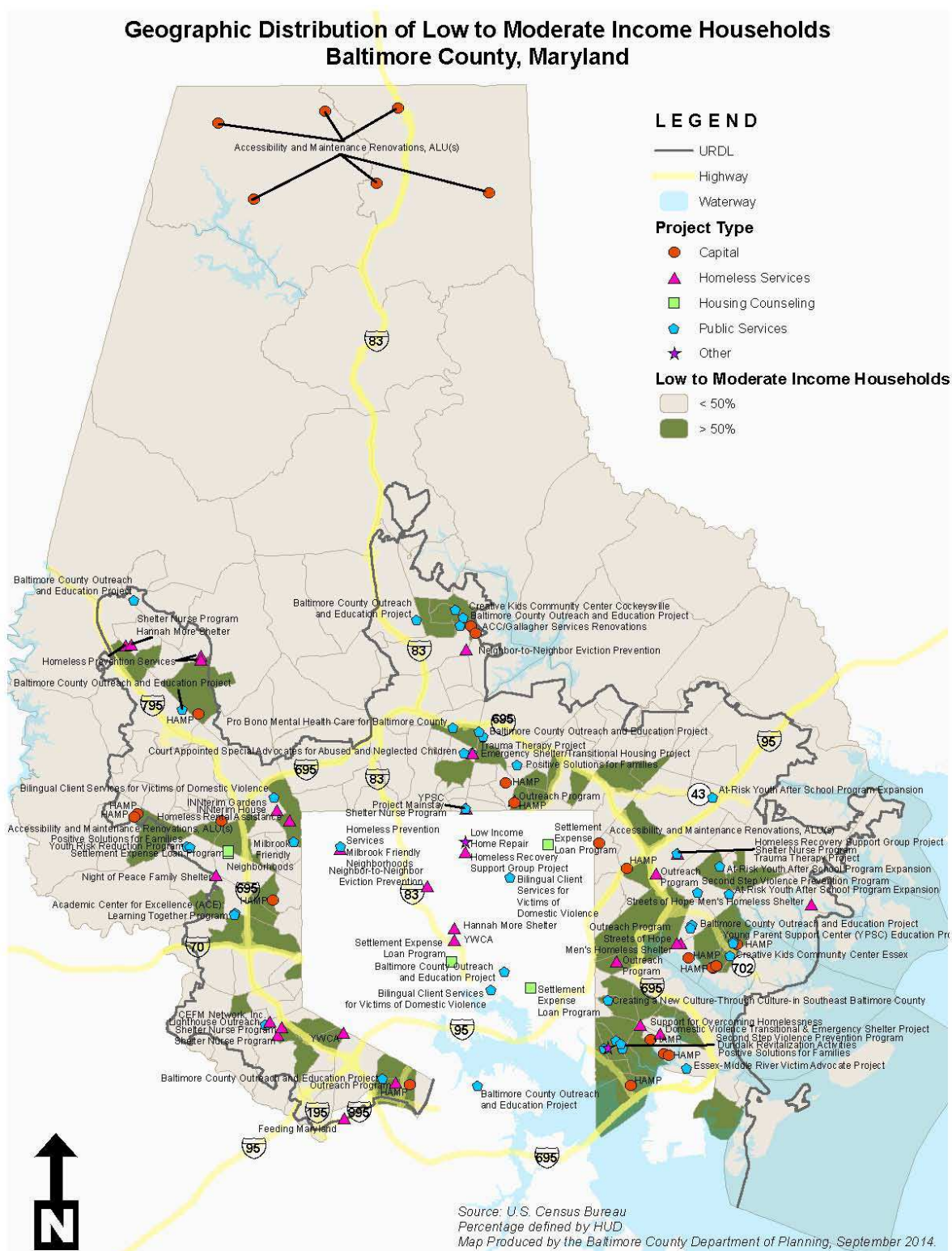
The County's Single Family Housing Rehab program and the Settlement Expense Loan Program (SELP) further demonstrate the County's commitment to meeting the needs of our minority communities. In our single-family loan program, 48% of our loans were to African-Americans. In our SELP program, 66% of our SELP participants were African-American. The African American population in Baltimore County is currently at 27.1%.

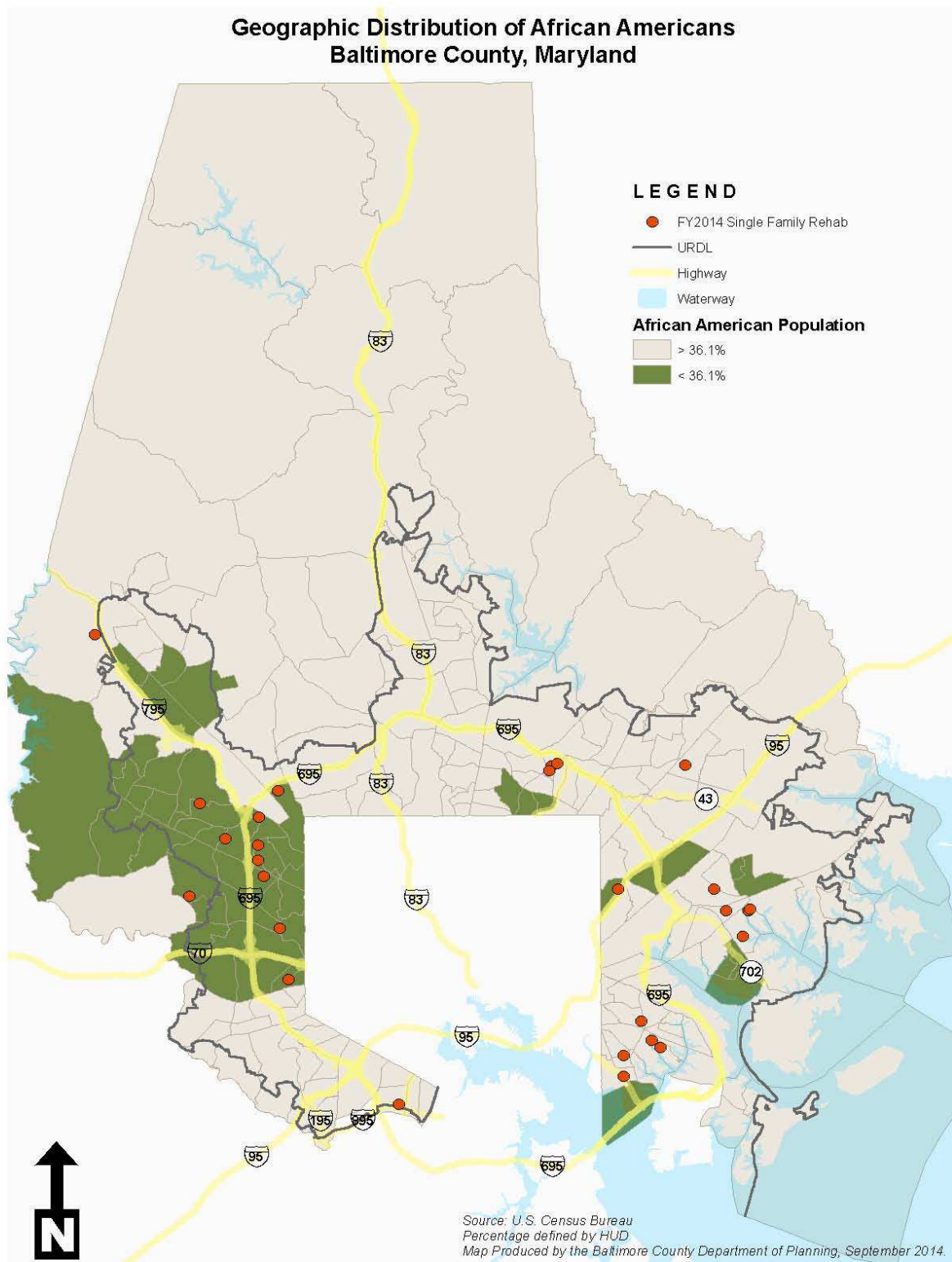
Baltimore County also has a growing population of limited English proficient citizens who require services. These populations are not clustered enough yet to be designated a minority tract according to the US Census; however, our beneficiary data supports the need for programs

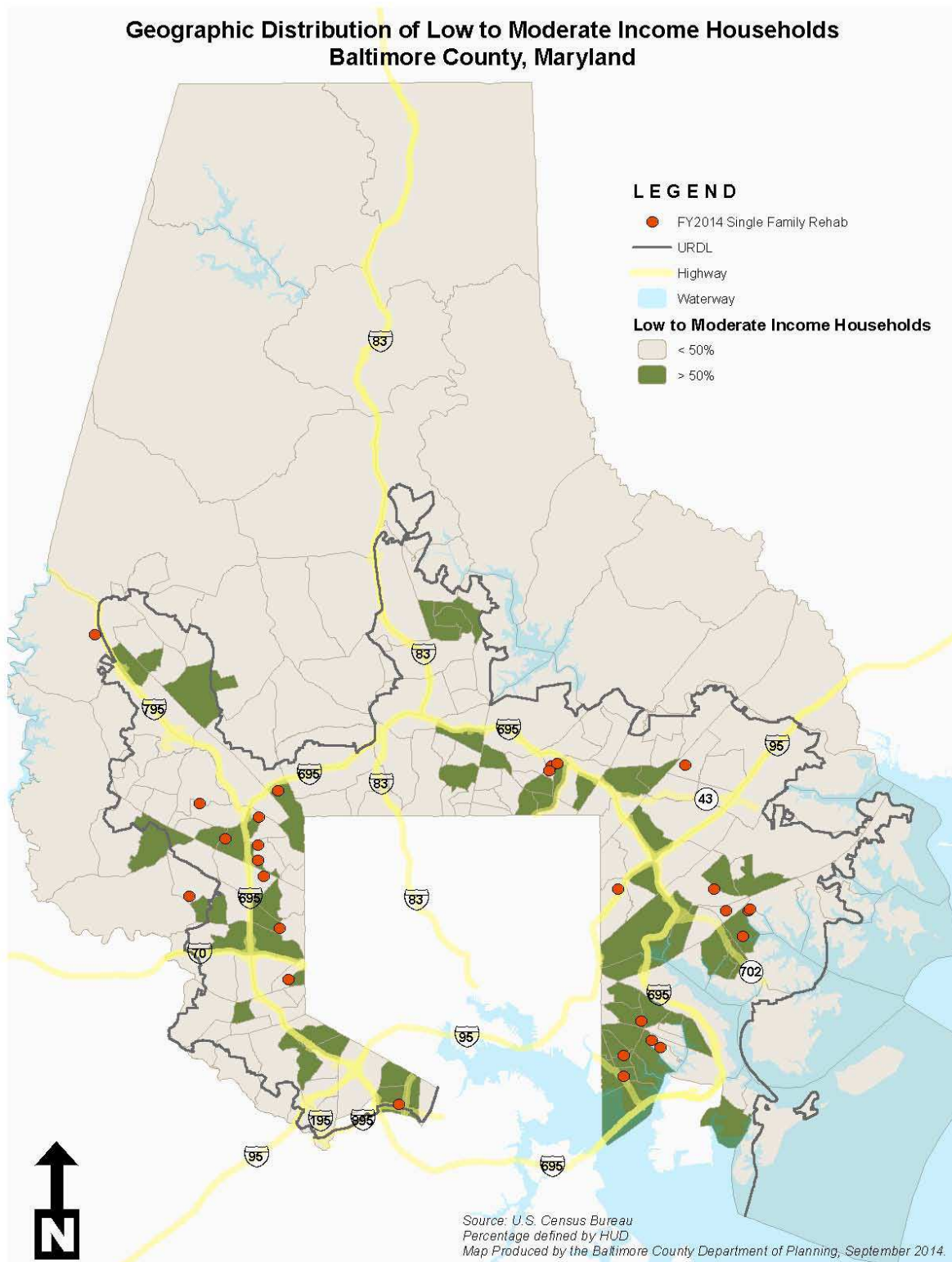
addressing the needs of these County residents. Several of our funded projects demonstrate this issue. Creative Kids, Inc operates two projects, one in Essex and one in Cockeysville, and both are located in areas with growing Hispanic populations and provide one of the few locations in each of their respective areas where Spanish speakers may find culturally appropriate services. The Adelante Familia program, a comprehensive domestic violence intervention and prevention service for the Latino community with locations in both the Southwestern and Southeastern portions of Baltimore County. The Casa de Maryland project offers citizenship classes and other referrals for those with limited English proficiency. Another project, Comprehensive Housing Assistance, Inc is located outside a minority census tract, but in a multi-family housing complex with large concentrations of Russian and Hispanic residents. The project pays for a program coordinator fluent in these languages to assist residents with referrals and resolution of community issues.

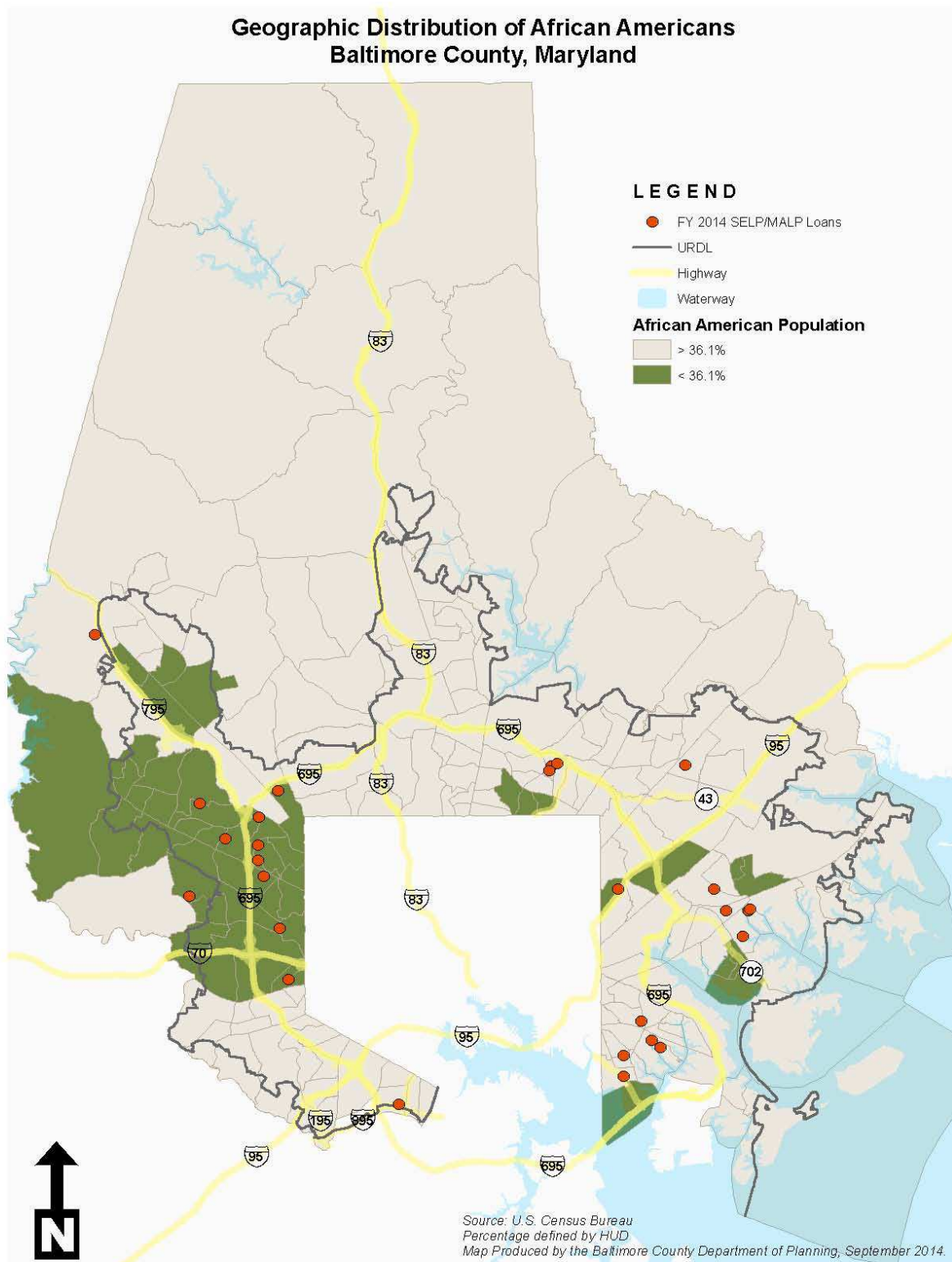
The location of DP's investments mirror our hard work with federal, state, local, non-profit and faith-based institutions, private partners and community stakeholders to develop services in response to community need and to ensure investment in areas of racial and/or ethnic minority concentration. The following maps illustrate the County's investments in low-mod areas and in minority areas.

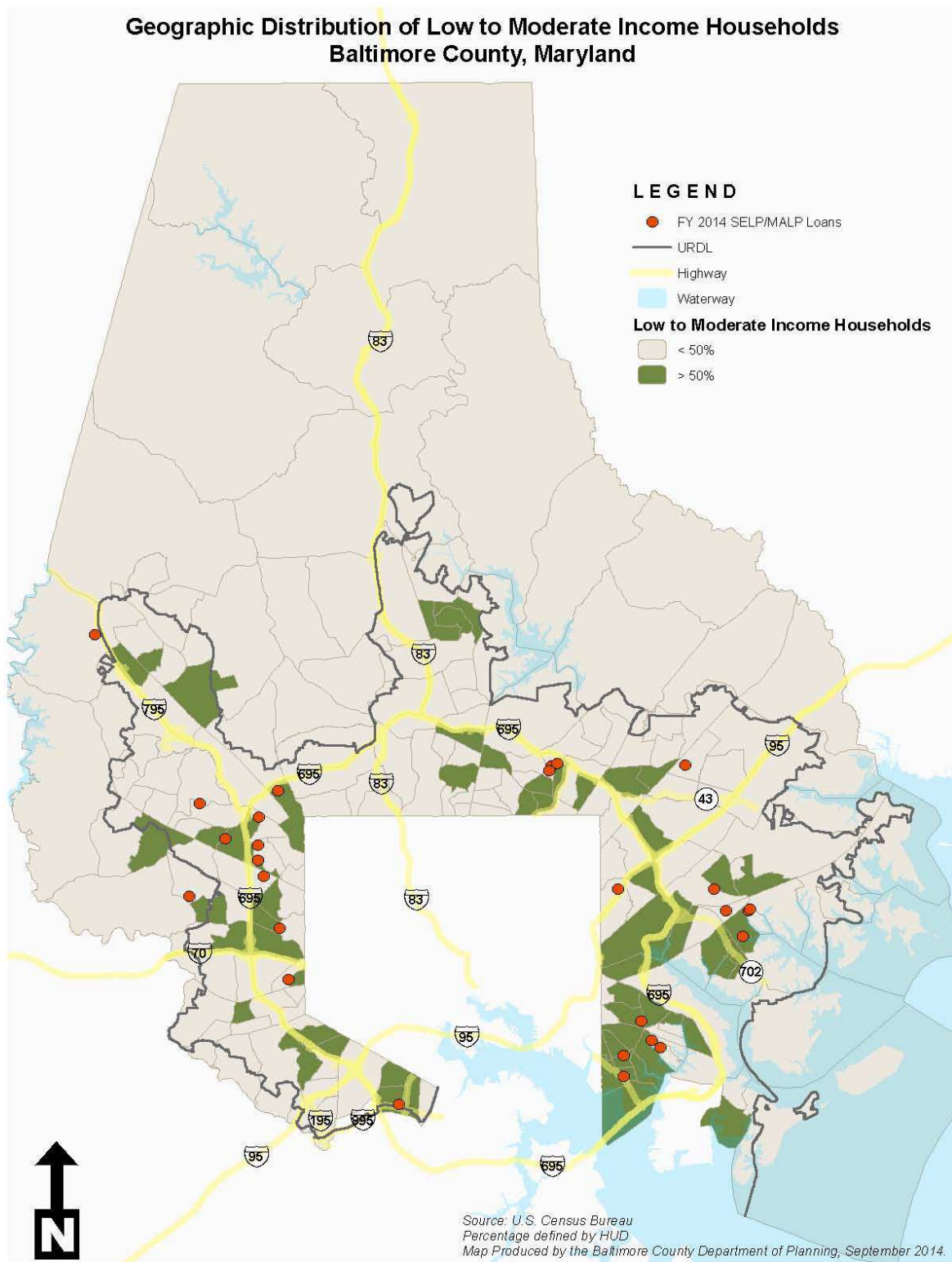












Institutional Structure and Coordination

Baltimore County, Maryland is a body corporate and politic that performs all local governmental functions within its jurisdiction. There are no incorporated towns, villages, municipalities or other political subdivisions in the county. The county has operated as a Charter County since 1957 and is governed by an elected County Executive and a seven-member County Council.

The County Council is the legislative body of Baltimore County government and approves all policy and budgetary actions. The County Executive represents the executive branch of government and appoints the Director of the Department of Planning as well as the heads of other county government agencies in order to daily represent the County Executive and to implement the policies and budgets as approved by the County Council.

The County Council is the county-elected legislative body, and it is vested with all law-making power granted by its Charter and by the General Assembly of Maryland. The seven members of the Council are respectively elected from each of seven contiguous and equally populated councilmanic districts. County Council members serve four-year terms. Each Councilman represents approximately 115,000 County residents.

The Department of Planning (DP) functions as the lead agency for housing and community development programs in Baltimore County. As the lead agency DP plans, administers, and implements the federally funded Community Development Block Grant Program, the HOME Investment Partnerships Program, and the Emergency Shelter Grant Program. DP also administers other programs including the State of Maryland funded Maryland Housing Rehabilitation Program and the Lead Hazard Reduction Program as well as other housing and community development programs.

Led by the agency Director and two Deputy Directors, DP is essentially divided into two divisions: Community Development and Neighborhood Improvement. The Neighborhood Improvement division (DPNI) includes: Grants Administration, Housing Opportunities, Homeless Services, and the Commission on Disabilities. Grants Administration is responsible for all aspects of contract management and compliance and is staffed by a Grants Administrator and grant specialists. The Housing Opportunities Program administers rehabilitation and homeownership programs. The staff of Housing Opportunities includes a Rehabilitation Programs Coordinator, Housing Inspectors, Housing Specialists, a Housing Program Administrator, a Finance Coordinator, and two office coordinators that provide administrative support. An Administrator/ADA Coordinator, and an office assistant staff the Commission on Disabilities. DPNI houses a Lead Hazard Reduction Program through HUD's Office of Healthy Homes, which includes several inspectors, a relocation specialist and a project manager. The coordination of Homeless Services also falls under the auspices of Neighborhood Improvement and includes a Homeless Services Coordinator, an office assistant, and the HMIS specialist. In FY13, the County also added a Fair Housing Specialist to its team.

DP works with several other governmental agencies and closely connected nonprofit agencies with well-defined roles in meeting the needs of low and moderate-income communities. These agencies include the Departments of Health and Human Services, Economic Development,

Aging, and the Local Management Board, Community Assistance Network, Prologue, Department of Recreation and Parks, Comprehensive Housing Assistance Inc and INNterim Housing, Inc. These agencies are instrumental in defining the needs of low-income populations and implementing programs to address those needs. The collective efforts of all these agencies and organizations provide Baltimore County's low to moderate-income populations with assistance that help address many of the obstacles and challenges that face them, as well as provide opportunities that improve the quality of life.

In addition to government agencies, the county has the opportunity to work with nonprofit organizations and service providers that assist low to moderate-income and special needs populations including the developmentally disabled, the mentally ill and chronic substance abusers. These providers include: Alliance, Inc., National Alliance for the Mentally Ill of Metro Baltimore, Prologue, the Arc of Baltimore, Inc., Chimes, Inc., Emerge Inc., Jewish Community Services, Mosaic Community Services, Inc, Penn-Mar Organization and First Step of Maryland. These providers not only serve difficult and needy populations, but they also provide these populations with representation to county departments, as well as the County Executive and the County Council since it is sometimes difficult for these comparatively small populations to voice their concerns.

Several housing partners are also intertwined with the county's institutional structure in the delivery of housing programs that serve low to moderate-income populations. Housing partners that administered the county's Settlement Expense Loan Program include: Diversified Housing Development, Inc., Harbel Housing Partnership, Neighborhood Housing Services, Inc. and Southeast Community Development Corporation. Other housing partners include nonprofit and for-profit development corporations that provide affordable housing for elderly and family populations. These entities include Enterprise Homes, Associated Catholic Charities, Cooperative Services Incorporated, Starvou, and Home Leasing. In addition, there are a number of Community Housing Development Organizations (CHDO's), such as Eastside Community Development Organization, Diversified Housing Corporation, and the Dundalk Renaissance Corporation, which provide affordable housing or are developing affordable housing for low and moderate-income persons and households including persons with special needs populations including the developmentally disabled and the mentally ill.

Several county agencies, which may not work directly with low and moderate income populations, provide much needed technical assistance to other agencies and providers that do provide services and programs that serve low and moderate-income populations. These agencies include the Departments of Public Works and Department of Environmental Protection and Sustainability. Data such as demographics, land use, zoning, and public facilities, which are critical aspects for all communities and low-income communities in particular, are provided by these county agencies.

The coordination and management of housing assistance programs continues to be the primary responsibility of the Baltimore County Department of Planning. The office works closely with the Department of Aging, Department of Permits, Approvals and Inspections and Department of Social Services to address housing needs in Baltimore County. Since 75% of the County's

citizens reside in the areas designated as Planning areas, the County's housing programs and policies focus on these areas.

It is the County's hope to continue this work to develop and refine the strategies outlined in our Consolidated Plan, and to assist in bringing about the long and short-term changes we shall have to make in order to position the County so it can successfully meet the challenge of the twenty-first century.

Program Income and Financial Summary

Detailed herewith is a financial summary of all program income and loan activity generated as a result of CDBG program activities.

1. Program Income

Total CDBG Program Income for the Year \$ 411,898.63
(Loan Repayments)

2. Prior Period Adjustments: n/a

3. Loans and other receivables:

a. Float-funded activities outstanding as of the
end of reporting period: N.A.

b. Total number of loans outstanding as of
end of the reporting period: 715

Total number of loans outstanding and the principal
balance owed as of the end of the reporting period: \$12,702,448

Single-unit housing rehabilitation:

loans outstanding - 24
principal balance - \$349,253

Multi-unit housing rehabilitation:

loans outstanding - 1
principal balance - \$28,574.72

Economic development loans:

loans outstanding - 0
principal balance - 0

Real property acquisition loans:

loans outstanding - 0
principal balance - 0

Total number of outstanding loans that are deferred or forgivable
as of the end of the reporting period:

Single-unit housing rehabilitation:

loans outstanding - 691
principal balance - \$12,353,195
deferral terms – resale/transfer of title

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Multi-unit housing rehabilitation:

loans outstanding - 0
principal balance - 0
deferred period – cash flow mortgage

Public facilities acquisition loans:

loans outstanding – 0
principal balance - 0
deferred period – 0 years

Total Number Revolving Loans:

Loans outstanding – 0
Principal balance – 0
Deferred period - 0

4. Parcels acquired or improved with CDBG funds that are available for sale as of end of reporting period: none
5. Number and amount of loans in default and for which the balance was forgiven or written off during the reporting period: none
6. Lump sum drawdown agreement: none

RECONCILIATION:

Unexpended CDBG balance shown on previous year's report:	\$ 2,231,608.00
Entitlement Grant:	\$ 3,767,580.00
<u>Program Income:</u>	<u>\$ 411,898.63</u>
Total Available:	\$ 6,429,578.60
 Deduct Total Expenditures:	 \$ 3,935,675.63
Total Reconciling balance to carry over unexpended CDBG:	\$ 2,493,903

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Housing Opportunities for People with AIDS (HOPWA)

HUD's Office of HIV/AIDS Housing administers the **Housing Opportunities for Persons with HIV/AIDS (HOPWA)** program and provides federal oversight to ensure that all programs and initiatives are responsive to the special needs of persons living with HIV/AIDS. Baltimore Homeless Services, Inc. serves as the grantee in the Baltimore Eligible Metropolitan Area (EMA) for HOPWA funds and Baltimore County Department of Health (BCDH) serves as the project sponsor for the HOPWA grant. Baltimore Homeless Services, Inc. provides technical assistance, site monitoring, and distribution of funds and processes all fiscal aspects of the grant for the EMA. HOPWA may be used for a wide range of housing, social services, program planning, and development costs. These services include, but are not limited to, the acquisition, rehabilitation, or new construction of housing units, costs for facility operations, rental assistance and short-term payments to prevent homelessness. HOPWA funds also may be used for health care, mental health services, chemical dependency treatment, nutritional services, case management, assistance with daily living, and other supportive services. (www.hud.gov)

Address priority unmet housing needs for the eligible population

The primary goal of the HOPWA program is to assist eligible HIV-positive Baltimore County residents in need of long-term housing to obtain permanent housing in order to enhance their ability to access and/or maintain primary medical care and continue to live independently.

According to a December 2013 profile from the Center for Epidemiology and Evaluation of the Prevention and Health Promotion Administration, 2,856 Baltimore County residents were living with HIV. Of these 2,856, 77.7% were African American and 36% were female. BCDH's HOPWA program is a component of a larger program serving all eligible HIV-positive residents of Baltimore County. This program, the Ryan White HIV Case Management Program, serves over 450 low-income families in Baltimore County. The need for safe, affordable and stable housing is often identified as a primary need for many of the program's clients, the majority of whom are under 250% of the federal poverty level. Approximately 50% of BCDH's HIV-positive clients have some type of housing subsidy. BCDH social workers and case managers work with eligible clients to develop a realistic and practical plan of care to maximize their ability to live independently in the community.

BCDH and Baltimore County Housing Office jointly manage the HOPWA tenant-base rental assistance (TBRA) program in Baltimore County. BCDH is responsible for the administrative and fiscal oversight of the program. The Housing Office is responsible for the TBRA component of the grant, which includes determining eligibility for new applicants, processing annual re-certifications, conducting annual unit inspections, and processing interim-changes for families.

In FY'15, the HOPWA program provided housing voucher subsidies to eighty-seven (87) unduplicated clients. The total number of individuals who benefited from this support was one hundred and ninety-one (191, 87 clients and 104 family members). Leases for these rental units are committed on an annual basis in order to sustain long-term housing assistance. The cost of HOPWA voucher subsidies has grown in keeping with HUD's increase in fair market rents for

the Baltimore region. The average rental subsidy is \$960.00. The program currently has one hundred (100) clients on the wait list. The wait list is a result of the program reaching its capacity and without additional funding, clients must wait until a voucher becomes available. Per the directive of the HOPWA Grant Program Administrator at Baltimore Homeless Services, the wait list was closed in March 2012. This directive is in line with the Federal regulation, requiring HOPWA to close its wait list once the time period to get a voucher is more than 3 years. According to the Baltimore County Housing Office, the wait list for Housing Choice Subsidy Program vouchers is approximately 8-10 years.

In Baltimore County, HOPWA funds are used primarily (82%) for Tenant-Based Rental Assistance (TBRA), a small portion (1%) is used for supportive services. Supportive Services category includes: eviction prevention, utilities, transportation, mortgage assistance and first months' rental assistance. A total of ten (10) unduplicated clients were assisted with transportation needs through the purchase of monthly mobility passes and one (1) unduplicated client was assisted with Short-Term Rent, Mortgage & Utilities (STRMU) during FY'15. The program saw a decrease in the requests for STRMU funds as other funding such as Ryan White A & B were available for rent and utility assistance. The unused funds in the Supportive Service category were added to the TBRA leasing line in the grant and used to pay the monthly Housing Assistant Payments (HAP).

BCDH provides case management services to all HOPWA beneficiaries and those clients on the housing voucher subsidy waiting list. Individual clients meet with their assigned case manager to jointly develop an individualized housing plan of care to address their specific needs. These plans include access to medical care, affordable housing, transportation, mental health, substance abuse treatment, and other support services. Particular attention is given to targeted populations who are at risk for homelessness, poor medical treatment adherence and lack of social support. Clients on the HOPWA waiting list are linked to a case manager who works closely with them to help prepare the necessary documents needed when their name comes to the top of the wait list. Clients waiting for permanent housing may choose to utilize one of the County's shelters or temporarily live in the home of a family member or friend. In these situations, the case manager coordinates with all the involved parties to ensure that the client is able to continue to access medical care and other identified supportive services.

Maximize Existing Resources

The Ryan White HIV Case Management Program's primary goal is to link clients to medical and/or social services that stabilize their health and allow them to function independently. A key factor to ensuring a client's health is access to permanent safe and affordable housing. Case managers work closely with clients who are receiving rental assistance to ensure that their recertifications are completed annually.

BCDH receives multiple funding streams (i.e. Ryan White Parts A and B) to help clients with their unmet medical and psychosocial needs. Every effort is made to maximize these resources to allow clients to meet their individual needs.

Clients are assessed to determine their eligibility for all Ryan White Part A and B emergency and medical services, Maryland Energy Assistance Program (MEAP), unemployment benefits, disability benefits, food stamps, Medicaid, Qualified Health Plans, and other public entitlements that may help them balance their budget. Clients in need of emergency financial assistance for rent, utilities and/or food may be eligible to receive Ryan White funds to cover the need.

BCDH also receives Ryan White Part A grant funds for emergency housing to prevent eviction, utility turn-offs, and assistance with emergency beds-nights at local transitional housing providers. Additionally, BCDH receives other Ryan White Part A funds (see attachment A) to provide medical case management services, medication assistance, food and nutrition, transportation and other non-covered professional medical services (laboratory fees, eyeglasses and durable medical equipment).

BCDH works in close partnership with local homeless shelters and operates a shelter-nursing program providing nursing and nursing assessment to shelter residents at the three largest homeless shelters in Baltimore County. These partnerships allow for direct access and coordination of medical care for all clients, with the ability to closely coordinate housing and support services for all HIV-positive clients in these shelters.

For the past 5 years, BCDH has been an active partner with the AIDS Interfaith Residential Services (AIRS) program and refers clients to their Shelter Plus Care program. Shelter Plus Care is designed to provide housing and supportive services on a long-term basis for homeless persons with disabilities. The AIRS Shelter Plus Care program has been a significant addition to the program's continuum since BCDH funding provides clients with short-term placements with most transitioning into this long-term housing program. The AIRS Shelter Plus Care program provides long-term assistance with wraparound services that includes substance abuse treatment, mental health treatment, case management services, and other supportive services. A benefit of this program is that clients are not required to meet the more stringent guidelines for housing subsidies (i.e. criminal background checks). Since the Shelter Plus Care program maintains the lease, clients are not subject to the strict credit requirements of most landlords resulting in a higher placement rate.

Below is a complete list of all funds available to BCDH for the purpose of assisting HIV positive Baltimore County residents.

Baltimore County Department of Health, Bureau of Healthcare Access HIV Case Management Program Funding

Funding Source	Amount	Services Provided
Ryan White A – Case Management *	\$100,000	Provides case management services to medically complex and/or fragile HIV/AIDS clients.
Ryan White A – Emergency Food Assistance	\$4,928	Using these funds as the funds of last resort, clients are provided with a gift card for food from Mars or Giant.

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Ryan White A – Housing Assistance*	\$47,189	Provides emergency rental assistance and short-term (6 months max) payments for emergency housing.
Ryan White A – Medical Transportation*	\$40,043	Provides medical transportation services to eligible Baltimore County residents.
Ryan White A – MAI Transportation*	\$7,970	Provides medical transportation services to eligible Baltimore County residents.
Ryan White A – Health Insurance Premium and Cost Sharing*	\$1,168	Provides on-going medication and insurance premiums assistance to eligible Baltimore County residents.
Ryan White A – EFA*	\$1,800	Provides medication assistance to low-income clients. Using these funds as the funds of last resort assistance rendered for client professional visits.
Ryan White B	\$258, 290	Provides case management and client advocacy services. Also, outpatient medical care is provided to the client.
Ryan White B – State Special Funds – HIV Case Management	\$889,865	Provides case management and client advocacy services. Provides assistance with health insurance applications.
HOPWA	\$1,122,296	Provides housing and related services needs to low-income persons and their families living with HIV/AIDS in Baltimore County. This includes the salary of the HOPWA Grant Administrator, Tenant Based Rental Assistance/long-term housing assistance, support service assistance, and the Tenant-Based Rental Assistance Fee.
HIV Testing & Prevention Services	\$708,507	Provides HIV Counseling and testing services in clinical settings, intensive group education, individualized support and prevention counseling.
Partner Services	\$205,000	Provides partner notification, HIV Testing to infected persons and their partner(s) for the purpose of linking them to healthcare.

Appendices

Table 3B
ANNUAL AFFORDABLE HOUSING COMPLETION GOALS

Grantee Name: Program Year:	Expected Annual Number of Units To Be Completed	Actual Annual # of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
BENEFICIARY GOALS (Sec. 215 Only)						
Homeless households	65	78	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households	233	377	X	X	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households	75	215	X	X	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Beneficiaries*	373	670	X	X	<input type="checkbox"/>	<input type="checkbox"/>
RENTAL GOALS (Sec. 215 Only)						
Acquisition of existing units	25	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units	100	192	<input type="checkbox"/>	X		<input type="checkbox"/>
Rehabilitation of existing units	10	259	X	X	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	65	84	<input type="checkbox"/>	X		<input type="checkbox"/>
Total Sec. 215 Affordable Rental	200	535	X	X	<input type="checkbox"/>	<input type="checkbox"/>
HOME OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units	5	0	<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units	3	0	<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units	85	108	X	<input type="checkbox"/>		
Homebuyer Assistance	80	27	<input type="checkbox"/>	X		<input type="checkbox"/>
Total Sec. 215 Affordable Owner	173	135	X	X	<input type="checkbox"/>	<input type="checkbox"/>
COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units	30	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units	103	192	<input type="checkbox"/>	X		<input type="checkbox"/>
Rehabilitation of existing units	95	367	X	X	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	65	84	<input type="checkbox"/>	X		<input type="checkbox"/>
Homebuyer Assistance	80	27	<input type="checkbox"/>	X		<input type="checkbox"/>
Combined Total Sec. 215 Goals*	373	670	X	X	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)						
Annual Rental Housing Goal	200	535	X	X	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	173	135	X	X	<input type="checkbox"/>	<input type="checkbox"/>
Total Overall Housing Goal	373	670	X	X	<input type="checkbox"/>	<input type="checkbox"/>